



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

MEETING: Regular Meeting in February 2019

DATE: Tuesday, February 26, 2019, 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 Section 5**
- e. **Consider Personnel block-vote items indicated by [] in Section 6**
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
- g. **Comments:**
 Resource Table Personnel
 Members of the Board of Trustees
2. a. **Approval of Minutes of the Regular Meeting of February 12, 2019.**

- b. **CLOSED SESSION: Per the following sections of the Government Code:**

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

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

3. **PUBLIC HEARING**

- a. It is recommended that the Board of Trustees conduct a public hearing on the subject of waiving the surplus property procedures for the sale of the Property, followed by adoption of Resolution No.18/19-14 to request a waiver from the Board of Governors in compliance with Education Code Section 81250 et seq.
- b. It is recommended that the Board adopt Resolution No.18/19-15 Authorizing Public Sale of Property.

4. **STUDY SESSION**

- a. It is recommended that the Board conduct a study session to review and discuss the District's financial health.

5. **FINANCE & FACILITIES**

- [a] Authorization is requested that the nonresident tuition fee for the 2019-20 school year for the North Orange County Community College District be set at \$265 per unit with an additional charge for capital outlay of \$20 per unit, pursuant to Education Code §76140 and §76141, effective for all course terms beginning or ending on or after July 1, 2019.
- [b] It is recommended that the Board approve Change Order No. 5 for Bid #1718-19, Anaheim Campus 2nd Floor Counseling Offices & 5th Floor CTE Lab Tenant Improvements, with Interlog Construction, in the total amount of (\$15,954.33).
- [c] Authorization is requested to approve out-of-country travel for Jason Makabali and Dulce Delgadillo during April 5-9, 2019.

6. **HUMAN RESOURCES**

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

Resignation
 Change in Salary Classification
 Leaves of Absence
 Faculty Sabbatical Leave
 Temporary Academic Hourly
 New Academic Management Job Description

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

Retirement
 New Personnel
 Promotion
 Voluntary Changes in Assignment
 Stipend for Additional Administrative Duties
 Leaves of Absence
 Administrative Leave of Absence with Pay
 Correction to Board Agenda – Change in Months Employed
 New Classified Management Job Description

[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 the negotiated Successor Tentative Agreement inclusive of all terms and conditions specified in the written Tentative Agreement between Adjunct Faculty United/AFT/AFL-CIO Local 6106 and the District, including the approval of Adjunct Faculty salary schedules A, B and C.

7. GENERAL

- a. It is recommended that the Board review the Board of Trustees Assessment instrument and make appropriate changes to the instrument for re-adoption at the March 26, 2019 Board meeting.
- b. It is recommended that the Board discuss any potential future agenda items.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 26, 2019	Resolution	<u>X</u>
SUBJECT:	Public Hearing and Approval of Resolution Authorizing Request for Waiver of Education Code Section 81360 et seq. for Sale of the District's Property APN: 033-083-32 and 033-083-33	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND: The North Orange County Community College District ("District") owns certain excess real property located within the District on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Avenue, Fullerton, CA 92832, APN: 033-083-33 ("Property").

On November 14, 2017, the Board adopted and approved Resolution No. 17/18-07 declaring the Property surplus and authorizing the offer of the Property for sale pursuant to the competitive bidding procedures set forth in the Education Code 81365 et seq.

On May 8, 2018, the Board rejected the one bid in the amount of \$400,000, \$200,000 less than the minimum bid price of \$600,000 set by the District.

On May 22, 2018, the Board authorized the District to seek a waiver from the Board of Governors of the California Community Colleges. The State Chancellor's office rejected the District's request and directed the District to bid the Property a second time before seeking a waiver from the Board of Governors of the California Community Colleges.

On December 11, 2018, the Board authorized the District to conduct a public sale of the Property second time.

On January 8, 2019, the District received one bid for the sale of the Property in the amount of \$320,101. The minimum bid price that the District set to sell the property was \$500,000.

On February 12, 2019, the Board of Trustees rejected one bid received in the amount of \$320,101 for the Property.

The District now seeks a waiver of the surplus property procedures under Education Code Section 81360 et seq. in order to have the flexibility to directly negotiate a successful purchase and sale agreement for the Property. Per Education Code Section 81250 et seq., a waiver request must be submitted to and approved by the Board of Governors of the California Community Colleges. This agenda is seeking authorization from the Board to apply for the waiver second time. This agenda item was submitted by Fred Williams, Vice Chancellor, Finance & Facilities.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6500, Property Management, and Board Policy 6550, Disposal of District Property.

FUNDING SOURCE AND FINANCIAL IMPACT: There is minimal fiscal impact, but potential expenses could be attorney fees and possible travel to Sacramento.

RECOMMENDATION: It is recommended that the Board of Trustees conduct a public hearing on the subject of waiving the surplus property procedures for the sale of the Property, followed by adoption of Resolution No.18/19-15 authorizing the Vice Chancellor, Finance & Facilities or District Director, Purchasing, to request a waiver from the Board of Governors in compliance with Education Code Section 81250 et seq.

Fred Williams

Recommended by

Approved for Submittal

3.a.2

Item No.

**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AUTHORIZING A REQUEST FOR WAIVER OF EDUCATION CODE SECTION 81360 ET
SEQ. IN RELATION TO THE DISTRICT'S SALE OF THE PROPERTY
APN: 033-083-32 AND 033-083-33**

RESOLUTION NO. 18/19-14

WHEREAS, the North Orange County Community College District ("District") owns property located on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Avenue, Fullerton, CA 92832, APN: 033-083-33 ("Property"), as more particularly described in the legal description attached hereto as Exhibit "A"; and

WHEREAS, the District previously adopted and approved Resolution No. 17/18-07 on November 14, 2017 declaring the Property surplus and authorizing the offer of the Property for sale pursuant to the competitive bidding procedures set forth in the Education Code; and

WHEREAS, despite a good faith effort, which included a lack of public agency interest in acquiring the Property, the District was not able to sell the Property pursuant to the procedures set forth in Education Code section 81363 *et seq.*; and

WHEREAS, the District has determined that complying with the procedures set forth in Education Code section 81360 *et seq.*, specifically the public auction requirement, will not allow the District to take advantage of the potential of the Property and desires greater flexibility to select a suitable entity and negotiate a successful purchase and sale agreement for the Property; and

WHEREAS, Education Code section 81250 *et seq.* allows a community college district to waive all or part of any section of Education Code Part 49; Chapter 2. Property: Sale, Lease, Use, Gift, and Exchange; including Education Code section 81360 *et seq.*; and

WHEREAS, to obtain a waiver, the District must comply with certain Education Code requirement set forth in Education Code section 81250 *et seq.*; and

WHEREAS, the Board must conduct a public hearing regarding the District's intention to request a waiver; and

WHEREAS, the Board must provide written notice of the public hearing at least thirty (30) days prior to the hearing, to any city, county, park or recreation district, regional park authority, or public housing authority within which the land is situated, pursuant to Education Code Section 81250(b); and

WHEREAS, the Board of Governors of the California Community Colleges may approve any request for waiver upon finding that the waiver would promote efficiency and further the public benefit; and

WHEREAS, the Board of Governors of the California Community Colleges shall not approve any request for waiver of any provision of this chapter pursuant to Section 81250 unless the district seeking the waiver demonstrates all of the following:

(1) The district has provided the written notice required by subdivision (b) of Section 81250.

(2) The district, after making a good faith effort, was unable to reach agreement with any public agency that sought to acquire the site pursuant to Section 81363.5.

(3) The waiver will not substantially increase state costs or decrease state revenues.

(4) The waiver will further the ability of the district to meet the educational needs of the community.

NOW THEREFORE, be it resolved by the Board of Trustees of the North Orange County Community College District as follows:

1. That the above recitals are true and correct.

2. That the Board hereby declares its intention to seek a waiver of Education Code section 81360 *et seq.*

3. That the waiver will promote efficiency and benefit the public by allowing the District to select the most qualified entity that is the best fit for the Property and to negotiate a successful purchase and sale agreement with said entity in order to maximize the District's revenue. Specifically, a waiver would eliminate the Education Code imposed requirement of a public auction with which the District has already complied. Because of the unique condition of requiring relocation of houses from another District location, to comply a second time would likely result in another unsuccessful bid hearing. The continued application of these Education Code requirements would dramatically limit the District's ability to find a suitable entity and negotiate a successful sale and purchase agreement that would allow the District to maximize revenue from the Property.

4. That the District has provided the written notices required by subdivision (b) of Section 81250.

5. That on February 26, 2019 the District held a public hearing at which time the public was able to comment on the waiver request.

6. The District, after making a good faith effort, was unable to reach agreement with any public agency, if any, that sought to acquire the site pursuant to Section 81363.5.

7. That the waiver will not substantially increase state costs or decrease state revenue and, in fact, will allow the District greater flexibility in negotiating a successful purchase and sale agreement with an entity for the development of the Property that will likely maximize the District's revenue from the Property.

8. That the waiver will further the ability of the District to meet the educational needs of the community by providing the District with additional funds.

9. That the Chancellor, or her designee is authorized and directed to submit a copy of this Resolution, an application and any other requested documentation to the Board of Governors, thereby seeking a waiver of Education Code section 81360 *et seq.*

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the North Orange County Community College District on the 26th day of February 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Jeffrey P. Brown, 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, Alba Recinos, Clerk of the Governing Board of the North Orange County Community College District, of Orange County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a May 26, 2019, meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)

EXHIBIT "A"

LEGAL DESCRIPTION OF PROPERTY

PARCEL 1:

LOTS 3 AND 22, IN BLOOK 2 OF VICTORIA SQUARE, IN THE CITY OF FULLERTON, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8 PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID PROPERTY.

PARCEL 2:

LOTS 2, 3, 10, 11 AND 12 IN BLOCK 3 OF VICTORIA SQUARE, IN THE CITY OF FULLERTON, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8 PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT FROM SAID LOTS 10, 11 AND 12 THOSE PORTIONS THEREOF LYING WESTERLY OF THE FOLLOWING DESCRIBED LINE:

BEGINNING AT A POINT IN THE NORTHERNLY LINE OF SAID LOT 10, DISTANT LONG SAID NORTHERLY LINE EASTERLY 65.68 FEET FROM THE NORTHWESTERLY CORNER OF SAID LOT 10; THENCE IN A DIRECT LINE SOUTHEASTERLY TO A POINT IN THE SOUTHERNLY LINE OF SAID LOT 12 DISTANT ALONG SAID SOUTHERLY LINE EASTERLY 82.50 FEET FROM THE SOUTHWESTERLY CORNER OF SAID LOT 12.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	February 26, 2019	Resolution	<u> X </u>
SUBJECT:	Resolution Authorizing Public Sale of Property	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND: The North Orange County Community College District (“District”) owns certain excess real property located within the District on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Avenue, Fullerton, CA 92832, APN: 033-083-33 (“Property”), and as more particularly described in the description attached hereto as Exhibit “A”;

On November 14, 2017, the Board adopted and approved Resolution No. 17/18-07 declaring the Property surplus and authorizing the offer of the Property for sale pursuant to the competitive bidding procedures set forth in the Education Code 81365 et seq.

On May 8, 2018, the Board rejected the one bid in the amount of \$400,000, \$200,000 less than the minimum bid price of \$600,000 set by the District.

On May 22, 2018, the Board authorized the District to seek a waiver from the Board of Governors of the California Community Colleges. The State Chancellor’s office rejected the District’s request and directed the District to bid the Property a second time before seeking a waiver from the Board of Governors of the California Community Colleges.

On December 11, 2018, the Board authorized the District to conduct a public sale of the Property second time.

On January 8, 2019, the District received one bid for the sale of the Property in the amount of \$320,101. The minimum bid price that the District set to sell the property was \$500,000.

On February 12, 2019, the Board rejected one bid received in the amount of \$320,101 for the Property.

While the sale of the Property is not limited to any particular development, the District would like to use its best efforts to ensure the Property is sold at its highest and best sale value. The District once again desires to sell the Property in a public bid hearing pursuant to Education Code Section 81365 et seq. Interested bidders for the purchase of the property shall submit a bid proposal on a form supplied by the District. The minimum bid for the Property shall be no less than Five Hundred Thousand (\$500,000.00).

This agenda item was submitted by Fred Williams, Vice Chancellor, Finance & Facilities.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6500, Property Management and Board Policy 6550, Disposal of District Property.

FUNDING SOURCE AND FINANCIAL IMPACT: This item has no financial impact.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 18/19-15 Authorizing Public Sale of Property. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to conduct the sale on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.b.2

Item No.

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



RESOLUTION NO. 18/19-15 AUTHORIZING PUBLIC SALE OF PROPERTY

WHEREAS, the North Orange County Community College District (“District”) owns certain excess real property located within the District on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Avenue, Fullerton, CA 92832, APN: 033-083-33 (“Property”), and as more particularly described in the description attached hereto as Exhibit “A”;

WHEREAS, the District has determined that the best use of the Property includes the sale of the Property at its highest and best use value;

WHEREAS, the District desires to sell its fee simple interest in the Property;

WHEREAS, prior to any sale to the public, the Property must be offered to specified public entities pursuant to Government Code section 54222 and Education Code section 81363.5;

WHEREAS, pursuant to Education Code section 81363.5, notice must also be given by publication in a newspaper of general circulation to certain entities, including any public district, public authority, public agency, public corporation, or any other political subdivision of the state, to the federal government and to nonprofit charitable and nonprofit public benefit corporations;

WHEREAS, should the appropriate time periods described in Government Code section 54222 and Education Code section 81363.5 lapse, and no offer has been made on the Property by the entities described in said sections, the District desires to sell the Property in a public bid hearing, pursuant to Education Code section 81365 *et seq.*; and

WHEREAS, interested bidders for the purchase of the Property shall submit a bid proposal on a form supplied by the District;

NOW, THEREFORE, be it resolved by the Board of Trustees of the North Orange County Community College District (“Board”) as follows:

1. That the above recitals are true.
2. That the Board previously adopted and approved Resolution No. 17/18-07 on November 14, 2017, declaring the Property surplus, and authorizing the offer of the Property for sale;
3. That, while the sale of the Property is not hereby limited to any particular development, the District will use its best efforts to ensure the Property is sold at its highest and best use value

4. That the District sent written offers for the sale of the Property to public agencies pursuant to Government Code section 54222 and Education Code section 81363.5 and no public agencies expressed interest.

5. That the District gave public notice to public agencies of the District's intent to dispose of the Property by publishing notice in any newspaper of general circulation located within the District, once a week for three weeks and no public agencies expressed interest.

6. That the District previously conducted a public bid hearing and the Board rejected the one bid received.

7. That the Board pursuant to Education Code section 81365 *et seq.*, does hereby announce its intention to receive and consider proposals for the sale of the Property.

8. That each bidder shall submit with its bid proposal a certified or cashier's check made payable to the North Orange County Community College District in the amount of Ten Thousand Dollars (\$10,000.00) as bid security for entering into the purchase agreement. The deposit of the successful bidder will be retained by the District and applied towards the purchase of the Property pursuant to the purchase agreement. After execution of the purchase agreement by a successful bidder, or thirty (30) days, whichever comes first, all other deposits will be returned. If the successful bidder fails to execute the purchase agreement and provide all necessary documents within five (5) days of the Board's acceptance of its bid, the District may retain the bid security.

9. That the sale of the Property shall be upon the following terms and conditions:

a. The minimum bid for the Property shall be no less than Five Hundred Thousand Dollars (\$500,000.00).

b. A non-refundable deposit of Fifty Thousand Dollars (\$50,000.00) shall be due upon immediately upon execution of the purchase agreement. Additional deposits may be required during escrow as set forth in the purchase agreement and/or bid documents.

c. The purchaser agrees to remove two vacant houses located on another District property at 428 & 434 East Chapman Ave., Fullerton, CA 92832 ("Houses") and relocate and restore said Houses to the Property, at the Buyer's sole cost.

d. The Property is sold in an "As-Is" condition.

e. The purchaser shall bear all costs associated with recording fees, documentary and other transfer taxes, title insurance premiums, and other escrow costs.

10. The District will not pay a real estate commission for the purchase or sale of the Property, except as specifically authorized by contractual agreement with the Board.

11. That bid proposal forms for the purchase of the Property may be obtained from the Business Office of the North Orange County Community College District

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 26th day of February 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Jeffrey P. Brown, 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, Alba Recinos, Clerk of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 26th day of February, 2019, 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 26th day of February, 2019.

Clerk of Governing Board
North Orange County Community College District

EXHIBIT "A"

LEGAL DESCRIPTION OF PROPERTY

PARCEL 1:

LOTS 3 AND 22, IN BLOCK 2 OF VICTORIA SQUARE, IN THE CITY OF FULLERTON, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8 PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID PROPERTY.

PARCEL 2:

LOTS 2, 3, 10, 11 AND 12 IN BLOCK 3 OF VICTORIA SQUARE, IN THE CITY OF FULLERTON, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8 PAGE 41 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPT FROM SAID LOTS 10, 11 AND 12 THOSE PORTIONS THEREOF LYING WESTERLY OF THE FOLLOWING DESCRIBED LINE:

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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	February 26, 2019	Information	X
		Enclosure(s)	X
SUBJECT:	Study Session: Fiscal and Staffing Update		

BACKGROUND: At the June 2018 Board and Chancellor planning retreat, there was strong interest in providing more opportunities for in-depth discussions on specific topics before action items are placed on the agenda. In addition, the Board wants to provide evidence of its growth to Accrediting Commission for Community and Junior Colleges (ACCJC). At the July 24, 2018 Board meeting, there was general consensus to move to a format where the first meeting of the month would be a business meeting, followed by a second discussion/study session meeting later in the month, in order to allow for effective meetings with meaningful dialogue and provide educational opportunities.

This item is presented to allow Chancellor Cheryl Marshall and Vice Chancellor Fred Williams to provide a fiscal and staffing update.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board conduct a study session to review and discuss the District's financial health.

Cheryl Marshall

Recommended by

Approved for Submittal

4.a

Item No.

Additionally, the District is authorized under Education Code §76141, amended by Assembly Bill No. 947 which was approved on October 11, 2009, to charge any nonresident student a capital outlay fee not to exceed the amount that was expended by the District for capital outlay in the preceding fiscal year. Any fee charged for capital outlay cannot exceed 50% of the current nonresident tuition fee established by the District and the funds must be expended for capital outlay purposes. The calculated rate or maximum rate for capital outlay purposes is \$20 per unit.

Any student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from the capital outlay fee. To qualify under the economic hardship waiver, a student must demonstrate a "hardship" that encompasses the financial circumstances of a person who is a recipient of benefits under the Assistance for Needy Families Program, the Supplemental Income/State Supplementary Program, or a general assistance program.

The following table lists the proposed nonresident tuition rates that are being recommended by fiscal offices for districts contiguous to the North Orange County Community College District (NOCCCD). These rates are subject to Board approval and may differ from the actual rates established.

<i>District</i>	<i>2019-2020 Proposed Nonresident Tuition Rate</i>	<i>Capital Outlay</i>	<i>Combined Rate</i>
Cerritos	\$265	\$20	\$285
Chaffey	\$265	\$20	\$285
Coast	\$265	\$11	\$276
Long Beach	\$265	\$20	\$285
Mt. San Antonio	\$265	\$30	\$295
Rancho Santiago	\$265	\$35	\$300
South Orange	\$265	\$30	\$295

The following table compares the proposed rates for 2019-20 with the per-unit nonresident tuition fees that have been charged by the NOCCCD for the last five years:

<i>Year</i>	<i>Nonresident Tuition Rate</i>	<i>Capital Outlay</i>	<i>Combined Rate</i>
2019-20 (Proposed)	\$265	\$20	\$285
2018-19	\$258	\$19	\$277
2017-18	\$234	\$15	\$249
2016-17	\$211	\$12	\$223
2015-16	\$200	\$9	\$209
2014-15	\$193	\$19	\$212

This agenda item was prepared and 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 5020, Nonresident Tuition.

FUNDING SOURCE AND FINANCIAL IMPACT: Nonresident tuition fees will be recorded in the General Fund with the additional capital outlay portion recorded in the Capital Outlay Fund to be used for purposes of capital outlay, maintenance, and equipment.

RECOMMENDATION: Pursuant to Education Code §76140 and §76141, authorization is requested that the nonresident tuition fee for the 2019-20 school year for the North Orange County Community College District be set at \$265 per unit with an additional charge for capital outlay of \$20 per unit. This results in \$8 per-unit increase effective for all course terms beginning or ending on or after July 1, 2019.

Any student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from the capital outlay fee. To qualify under the economic hardship waiver, a student must demonstrate a "hardship" that encompasses the financial circumstances of a person who is a recipient of benefits under the Assistance for Needy Families Program, the Supplemental Income/State Supplementary Program, or a general assistance program.

Fred Williams

5.a.3

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 26, 2019

SUBJECT: Change Order No. 5 for Bid #1718-19,
Anaheim Campus 2nd Floor Counseling
Offices & 5th Floor CTE Lab Tenant
Improvements

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

BACKGROUND: The Board awards contracts for various public works projects. Public Contract Code §20659 requires Board approval for a Change Order to a Public Works Bid. Funding is available through different sources such as state-supported programs, District bond proceeds, local funding, etc.

The District and/or the Campus staff have recommended changes to the construction scope of work. The attached Change Order Request requires Board approval pursuant to Public Contract Code §20659. Change Orders must not exceed 10% of the original contract amount approved by the Board or \$15,000, whichever is greater. Therefore, the attached Change Order Request, in the total amount of (\$15,954.33), is in conformance with Public Contract Code §20659. The original contract amount was \$410,000.00 and was revised at the September 11, 2018 Board meeting to \$433,604.30. The final contract amount is \$417,650.30.

This agenda item was submitted by Fred Williams, Vice Chancellor, Finance & Facilities.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: This change order is to reduce the revised contract amount by (\$15,954.33), the amount of unused allowance, from \$433,604.63 to \$417,650.30.

RECOMMENDATION: It is recommended that the Board approve Change Order No. 5 for Bid #1718-19, Anaheim Campus 2nd Floor Counseling Offices & 5th Floor CTE Lab Tenant Improvements, with Interlog Construction, in the total amount of (\$15,954.33), reducing the revised contract amount by (\$15,954.33), the amount of unused allowance, from \$433,604.63 to \$417,650.30. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the change order on behalf of the District.

Fred Williams

5.b.1

Recommended by

Approved for Submittal

Item No.

Measure J Projects Change Order Request (COR)

CONTRACTOR	CHANGE ORDERS					BOT APPROVAL DATE	CO REQ. BY/REASON	CONTRACT AMOUNT	
	BID NO.	PREVIOUS	CURRENT	CUMULATIVE	% CUMULATIVE			REVISED	% OF ORIGINAL
Interlog Construction	1	\$28,979.14		\$ 28,979.14	7.07%	9/11/18	D	\$ 438,979.14	6.60%
	2	\$6,464.49		\$ 35,443.63	8.64%	9/11/18	D	\$ 445,443.63	7.96%
	3	(\$1,633.00)		\$ 33,810.63	8.25%	9/11/18	DC	\$ 443,810.63	7.62%
	4	(\$10,206.00)		\$ 23,604.63	5.76%	9/11/18	DC	\$ 433,604.63	5.44%
	5		(\$15,954.33)	\$ 7,650.30	1.87%		N/A	\$ 417,650.30	1.83%
Original Contract Amount \$ 410,000.00									
5th Floor CTE Lab and 2nd Floor Room 215									
Furnish and install 76 208-volt electrical reels with cable									
Modify 32 electrical reel supports									
Repair of broken OS&Y valve									
Delete upper cabinet from contract									
Unused allowance									
								REVISED CONTRACT AMOUNT	
								\$417,650.30	
NET TOTAL CHANGES TO CONTRACT									
								(\$15,954.33)	
								\$7,650.30	
								\$23,604.63	

*Change Order Requested By and/or Reasons: C - Code Compliance; D - District Request; CR-Campus Request; DC-Document Coordination; O - Other Reasons (Changed Conditions); U - Unforeseen Condition; V - Value Engineering

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 26, 2019 Resolution _____
Information _____
Enclosure(s) _____
SUBJECT: North Orange Continuing Education
Out-of-Country Travel

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 following trips involve out-of-country travel:

The American Educational Research Association (AERA), is conducting a conference in Toronto, Canada April 5-9, 2019. AERA's annual conference is the world's largest gathering of education researchers and a showcase for groundbreaking, innovative studies in an array of areas. The conference is attended by world-wide leaders and stakeholders in the field of education.

- Senior Research Analyst, Jason Makabali, was invited to participate on a panel to discuss and present NOCE specific research. The total cost of not to exceed \$2,200 includes registration, flight, hotel, and meals.
- Interim Director of Institutional Research and Planning, Dulce Delgadillo, was invited to present on the NOCE Adult High School Drop Out Survey. The total cost of not to exceed \$1,900 includes registration, flight, hotel, and meals. Ms. Delgadillo received a discounted registration rate due to her membership.

Both staff will also attend the workshops held by the Adult Literacy and Adult Education special interest group (SIG). SIG's purpose is to advocate for the research development, policy, and practice in adult education.

This board agenda item is submitted by Dr. Tina King, Interim Dean, North Orange Continuing Education.

How does this relate to the five District Strategic Directions? This item responds to 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 submitted in accordance with Board Policy 7400, Travel and Conference Attendance.

FUNDING SOURCE AND FINANCIAL IMPACT: Carry over fund ProD budget will cover the expenses.

RECOMMENDATION: Authorization is requested to approve out-of-country travel for Jason Makabali in the amount of not to exceed \$2,200 and Dulce Delgadillo in the amount of not to exceed \$1,900.

Fred Williams

Recommended by

Approved for Submittal

5.c.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 26, 2019 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

6.a.1

Item No.

RESIGNATION

Lin, Jerry	FC	Chemistry Instructor Eff. 05/25/2019 PN FCF593
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CHANGE IN SALARY CLASSIFICATION

Gomez, Rebecca	CC	Dean, Health Science From: Range 32, Column B To: Range 32, Column D Eff. 01/01/2019
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Reiland, Kathleen	CC	Dean, Career Technical Education From: Range 32, Column B To: Range 32, Column E Eff. 01/01/2019
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Ward, Jason	FC	Geography Instructor (ADJ) From: Column 2, Step 1 To: Column 3, Step 1 Eff. 01/28/2019
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LEAVES OF ABSENCE

Chiang-Schultheiss, Darren	FC	English Instructor Load Banking Leave With Pay (13.33%) Eff. 2019 Spring Semester
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Felender, Julie	FC	Psychology Instructor Load Banking Leave With Pay (20.00%) Eff. 2019 Spring Semester
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Flores, Jessica	FC	EOPS Counselor Pregnancy Disability Leave (PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/27/2019-04/11/2019
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Shafer, Julie	CC	Photography Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/04/2019-02/10/2019
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FACULTY SABBATICAL LEAVE

Chamberlin ,W. Sean	FC	Earth Science Instructor Eff. Fall 2019
Fouquette, Danielle	FC	English Instructor Eff. Fall 2019
Lee, Callista	FC	Psychology Instructor Eff. Fall 2019
Paient, Paul	CC	Art Instructor Eff. Fall 2019
Rapp, Edward	FC	Physical Education Instructor Eff. Fall 2019
Sonne, Kathryn L.	CC	English Instructor Eff. 2019-2020 Academic Year
Urquidi, Carlos	CC	Air Conditioning/Refrigeration Instructor Eff. Fall 2019

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SPRING SEMESTER,
WINTER/SPRING TRIMESTER

Alvari, Shawn	FC	Column 1, Step 1
Park, Seong	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Acosta, Arleen	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Adams, Brian	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Aguilar Bastida, Rocio	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Alimahomed, Kasim	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Alrubaye, Wasan	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Amend, Rex	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Arbizzi, Daniela	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Azarcon, Cynthia	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Baesler, Joshua	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Bayz, Kalthoum	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Beck, Anne-Marie	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Billiter, Laura	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Brady, Jane	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Buck, Peter	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Bukauskas, Donatas	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Bustos, Idalith	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Butterworth, Guerin	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Carson, Gerald	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Carter, Kelly	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class C Not to exceed 8.75 hours Eff. 12/20/2018-01/11/2019

Academic Personnel
February 26, 2019

Celo, Jennika	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Chang, Chiu-Chin	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Chao, Christina	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Charleston, Giovanna	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Chartier, Renee	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Chatham, Lynne	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Cheng, Yu-Shu	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Chien, Jason	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Chrispens, Adriana	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Christenson, Peter	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Clarke, Edward	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Clayton, Marcus	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Cobb, Tonya	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Cooney, Douglas	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Craig, Judy	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Crocoll, Allan	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Cunningham, Julia	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Curtin, Brian	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Damer, Mouminat	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Daugherty, Sarah	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Davila, Martha	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Dieckhoff, Marie	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Dingman, Mary	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Don Vito, Michelle	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Donia, Richard	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Dulac, Lillian	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Dymond, Danielle	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Eaves, Stephanie	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Endo, David	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Espinosa, Alejandro	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Espinoza, Maria	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Evanuska, Paulette	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Faltas, Emad	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Famolaro, Felix	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Fernandez, Jodi	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Filloy, Eileen	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Flores-Salcido, Dahlia	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Ford, Julie	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Franze, Jodi	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Frias, Mayra	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Galasso, Mathew	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Garcia, Cecilia	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Garcia, Jacqueline	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Gavitt, Erika	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Glancy, Jennifer	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Gober, Joel	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class F Not to exceed 2 hours Eff. 12/20/2018
Gomez, Patricia	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Gracia-Iris, Holly	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Grewall, Manjit	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Griswold, Jack	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Hacholski, Matthew	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Hadobas, Paul	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Hamer, Brittany	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Haro, Maria	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
He, Lin	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Hill-West, Jami	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Hogan, Faith	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Hyatt Solomina, Yelena	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Iwama, Jason	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Jackson, Julia	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Jameson, Melissa	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Jaquibino, Alicia	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Jaureguy, Christian	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Jenerson-Madden, Dolores	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Jimenez, Janette	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Johnson, Cory	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Johnson, Jacquelyn	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Johnston, Jacquelyn	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Joyce, Hillary	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Jun, Christine	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Jun, Jessica	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
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Kalamian, Jenifer	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Kane, Edward	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Khair, Sara	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Khong, San	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Kilzer, Cassandra	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Kim, Wha	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Kinoshita, Aya	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Konev, Mikhail	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Kong, Katherine	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Krie, Mary	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Kunimoto, Trisha	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Kusano, Keiko	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Lake-Bain, Carolyn	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Lam, Bonita	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Lin, Susan	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Linen, Joshua	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Long, Roger	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Lucero, Andreina	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
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Ly, Tuyen	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Macafee, Lisa	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
MacLean, Daphne	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Magginetti, Giovanni	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Magginetti, Jaclyn	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Martinez, Esther	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Matsumiya, Teresa	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
McAbee, Charles	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Merlo, Adrienne	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Meyer, Noreen	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Middleton, Donna	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Miller, Joy	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Mofid, Kevin	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Monte, Michael	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Moore, Catherine	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Moore, Michael	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Morgan, Robin	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Morris, Kelly	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Morris, Markell	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Mosley, Amelia	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Moulton, Renee	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Muldrow, Alica	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Nabulsi, Abeer	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Navarro, Oscar	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Nguyen, John	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Nguyen, Yvette	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
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Oates, Michael	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Orr, John	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Park, Moses	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Pastrana, Ruby	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Pelletier, Daniel	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 6.5 hours Eff. 01/18/2019
Pelonis, Claire	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Penn, Elline	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Perez, Francisco	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Perez, Gil	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Pham, Jacqueline	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Pham, Loan	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Pham, Nghia	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Phillips, Dewetha	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Pineda, Edward	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Ponzillo, Gizelle	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Priest, Michelle	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Rafferty, Jennifer	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Ramirez, Cynthia	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Raval, Gira	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Rezai, Maryam	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Richey, Deborah	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Richins, Chad	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Rivas, Claudia	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Rodriguez, Luis	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Rubinfeld, Vanessa	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Ruffalo, Carrie	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Saito, Saeko	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Samuels, Macleana	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Sandor, Katalin	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Santostefano, Michela	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Sanzon, Erick	CC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Segovia, Ronal	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Seiling, Bryan	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class C Not to exceed 35.25 hours Eff. 12/10/2018-01/18/2019

Academic Personnel
February 26, 2019

Shamoni, Hermina	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Sharar, Erica	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Sharp, Cara	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Smith Norman, Ravipan	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Smith, Marlo	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Solorzano, Alejandra	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Ssensalo, Bede	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Steidel, Karen	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Stevenson, Anthony	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Stevenson, Kent	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Strey, Martha	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Swayzer, Luellen	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Swenson, Mitchell	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Tavonatti, Tara	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Thai, Will Qui	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Thompson, Milinda	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Torres, Elizabeth	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Tran, Lisa	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Tran, Michael	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Trapani, Cheryl	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Tress, Marguerite	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Trevino, Joseph	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Uchida, Yoshiko	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Valentine, Thomas	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Vazquez, Juan	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Vechayiem, Dia Nanette	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Vidal, Jared	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Villarreal, Lorena	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
Wan, James	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Ward, Sheryl	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Welch Wheatley, Janine	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Westerbeek, Amanda	FC	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule (Schedule B) Not to exceed 4 hours Eff. 01/22/2019
White, Kathleen	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Whitsett, Catherine	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Wilhelm, Carol Ann	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Wilson, Andrew	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

Academic Personnel
February 26, 2019

Winston, Greg	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Wise, Bonnie	CC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Yoo, Joy	NOCE	Adjunct Faculty Training Hourly Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Yu, Andy	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019
Zager, Gary	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class D Not to exceed 13 hours Eff. 12/10/2018-01/18/2019
Zeller, Michael	FC	Adjunct Faculty Training Lab Rate, Adjunct Faculty Salary Schedule Not to exceed 4 hours Eff. 01/22/2019

NEW ACADEMIC MANAGEMENT JOB DESCRIPTION

Director, Behavioral Health Services
Range 20
Management Salary Schedule

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Director, Behavioral Health Services	Range: 20 (AC)	Management Schedule
Date Revised:		Date Approved:	

PRIMARY PURPOSE

Under the direction of a college Vice President or designee, the Director of Behavioral Health Services is responsible for the oversight and provision of behavioral health counseling and assigned associated services. The Director of Behavioral Health Services performs and oversees individual and group acute therapy, crisis intervention, assessment, supervision of interns, program budget management, staff supervision, conducts consultation, and behavioral health awareness and promotion services.

ESSENTIAL FUNCTIONS

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

1.	Provide oversight of student behavioral health services, including serving as a primary resource to the District on student behavioral health concerns and strategies.
2.	Direct a post graduate internship program in mental health counseling and serve as the primary site supervisor for post graduate interns in compliance with the Board of Behavioral Sciences and/or American Psychological Association.
3.	Follow standard protocols for psychological counseling and adhere to ethical principles as stipulated by the Board of Behavioral Sciences and/or American Psychological Association and in accordance with laws and regulations pertaining to behavioral health care in the State of California.
4.	Provide brief mental health counseling to students with emotional and social problems, conduct therapy sessions as per scope of practice; provide crisis intervention to students as needed.
5.	Review, research, and modify behavioral health protocols on an annual basis to assure compliance with laws, regulations, and generally accepted professional standards of practice.
6.	Monitor and analyze data to determine campus behavioral health trends and needs; recommend program/service modification in response to identified needs.
7.	Maintain confidential student information in accordance with FERPA and HIPAA; maintain complete, official, confidential behavioral health records as required by administrative procedures.
8.	Serve as the Chair and participate in the work of the Behavioral Intervention Team (BIT) or equivalent, including regular meetings, case reviews, and related duties.
9.	Participate in federal, state, and local billing/reimbursement programs as appropriate.
10.	Serve as a resource and liaison for the college community on issues of mental health promotion, which may include classroom presentations, resource material development, committee membership, and staff/faculty professional development activities.
11.	Direct and participate in the recruitment, selection, and training of assigned staff.
12.	Organizes, attends, or chairs a variety of meetings and Advisory Boards as required; serves on committees and special projects as assigned; coordinates program operations and activities with other campus programs and services, as appropriate.

<p>NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</p>
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13.	Direct, supervise, train, manage, and participate in the evaluation of the performance of the assigned behavioral health professionals and support staff. Plan and implement relevant and required training programs for District personnel.
14.	Represent the College and/or department at designated campus, community, and related activities and events.
15.	Sensitivity to and understanding of the disabilities and diverse academic, socioeconomic, cultural, and ethnic backgrounds of students.
16.	Maintain current knowledge related to behavioral health services, and the role of Student Health & Wellness Services staff in the California Community College system.
17.	Performs related duties as assigned.

OTHER FUNCTIONS

In addition to the essential functions, the Director, Behavioral Health Services may participate in the development and administration of supplemental grants related to assigned programs.

WORKING RELATIONSHIPS

The Director, Behavioral Health Services maintains frequent contact with students, with various college and District personnel, and with representatives and service providers from the community and governmental agencies.

EDUCATION AND EXPERIENCE

Minimum Qualifications

Licensed Marriage and Family Therapist (LMFT), OR Licensed Clinical Social Worker (LCSW), OR Licensed Professional Clinical Counselor (LPCC), OR Psychologist with appropriate clinical background.

Minimum of three (3) years of post-licensure experience in an acute mental/behavioral health care setting, facility, or private practice.

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.

Recent clinical experience providing direct mental health services to individuals and/or groups using a brief therapy model.

Minimum three years of experience in a supervisory/managerial role.

Meet all California requirements to provide supervision to qualified individuals seeking licensure with California Board of Behavioral Sciences and/or the American Psychological Association.

Qualified to provide oversight of mental health counseling interns.

Desirable Qualifications (optional)

Doctoral degree in Counseling Psychology or Clinical Psychology from an APA and regionally accredited institution (PsyD or PhD).

Experience in shared governance in an educational setting.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

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

High professional standards and strong interpersonal skills.

Effective oral and written communication skills.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of crisis intervention and demonstrated crisis intervention skills and techniques

Knowledge of guiding principles in psychological services in community college settings

Knowledge of legal and ethical standards of licensed mental/behavioral health professionals

Knowledge of clinical therapy methods with individuals, couples, and groups, preferably in a community college setting

Knowledge of District organization, operations, policies and objectives

Knowledge of state education code and Title 5 requirements and Title IX

Knowledge of federal and state laws and regulations related to students with disabilities

Knowledge of principles and practices of administration, supervision and training

Knowledge of a shared governance model in an educational setting

Knowledge of research project policies, procedures and practices, including data collection and analysis

Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary

Knowledge of record keeping procedures

Knowledge of budget preparation and maintenance

Knowledge of appropriate software and databases

Knowledge of county and community resources.

Ability to interpret, apply and explain rules, regulations, policies and procedures

Ability to assess, analyze, implement and evaluate research project activities

Ability to analyze situations accurately and adopt an effective course of action

Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to work independently with little direction

Ability to understand and follow oral and written directions

Ability to communicate efficiently both orally and in writing

Ability to supervise, train and provide work direction to others

Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

Possession of a current and valid license as a Psychologist in the State of California issued by the California State Board of Psychology, or Licensed Marriage and Family Therapist (LMFT), Licensed Clinical Social Worker (LCSW), or Licensed Professional Clinical Counselor (LPCC) issued by the California Board of Behavioral Sciences.

A valid California driver's license

WORKING CONDITIONS

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 26, 2019 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

6.b.1

Item No.

Classified Personnel
February 26, 2019

RETIREMENT

Aguirre, Maria	FC	Financial Aid Technician 12-month position (100%) Eff. 05/26/2019 PN FCC973
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NEW PERSONNEL

Aguila, Selene	FC	Administrative Assistant II 12-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 03/01/2019 PN FCC776
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Eberhart, Laurie	NOCE	Special Project Director, OC Work-based Learning and Job Placement Temporary Management Position (100%) Range 3, Special Project Admin Daily Rate Schedule Eff. 03/01/2019 – 06/30/2019 PN SCT951
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Porter, Alexander	CC	Vice President, Administrative Services 12-month position (100%) Range 37, Column G Management Salary Schedule Eff. 04/02/2019 PN CCM962
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Toscano, Jesse	NOCE	Director, Campus Public Safety 12-month position (100%) Range 11, Column G Management Salary Schedule Eff. 03/01/3019 PN SCM970
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PROMOTION

Davy, Danielle	NOCE	Administrative Assistant III 12-month position (100%) PN SCC989 To: AC Executive Assistant III 12-month position (100%) Range 30C, Step E + 5% Longevity Confidential Salary Schedule Eff. 02/27/2019 PN DEN997
Fangmeyer, Daniel	CC	HVAC Mechanic I 12-month position (100%) PN CCC729 To: CC HVAC Mechanic Coordinator 12-month position (100%) Range 42, Step B + 15% Longevity Classified Salary Schedule Eff. 02/27/2019 PN CCC996
Petkova, Ivelina	NOCE	Administrative Assistant II 12-month position (100%) PN SCC850 To: NOCE Administrative Assistant III 12-month position (100%) Range 41, Step B Classified Salary Schedule Eff. 03/01/2019 PN SCC843
Pham, Katherine	NOCE	Administrative Assistant II 12-month position (100%) PN SCC871 To: NOCE Administrative Assistant III 12-month position (100%) Range 41, Step A Classified Salary Schedule Eff. 03/01/2019 PN SCC981

Classified Personnel
February 26, 2019

Ramirez, Joseph	FC	Research Analyst 12-month position (100%) PN FCC608
		To: FC Senior Research and Planning Analyst 12-month position (100%) Range 57, Step C Classified Salary Schedule Eff. 02/27/2019 PN FCC626
Tagley, Megan	FC	Research Analyst 12-month position (100%) PN FCC628
		To: FC Senior Research and Planning Analyst 12-month position (100%) Range 57, Step D Classified Salary Schedule Eff. 02/27/2019 PN FCC581

VOLUNTARY CHANGES IN ASSIGNMENT

Chteoui, Melisa	CC	Administrative Assistant I (100%)
		Temporary Change in Assignment To: CC Administrative Assistant III 12-month position (100%) Range 41, Step B + 15% Longevity Classified Salary Schedule Eff. 02/27/2019
Critchlow, Adam	FC	Theater Technician (100%)
		Extension of Temporary Change in Assignment To: FC Theater Production Coordinator 12-month position (100%) Range 45, Step C Classified Salary Schedule Eff. 02/01/2019 – 05/31/2019

Classified Personnel
February 26, 2019

Lopez, Amanda	FC	Administrative Assistant II (100%) Temporary Decrease in Percent Employed From: 100% To: 25% Eff. 03/01/2019 – 06/12/2019
Marquardt, Summer	FC	Account Clerk II (100%) Change to Temporary Assignment From: FC Administrative Assistant II, Fine Arts 12-month position (100%) Eff. 02/19/2019 To: FC Administrative Assistant II, Campus Comm. 12-month position (100%) Range 36, Step E + 15% Longevity + PGD Classified Salary Schedule Eff. 02/20/2019 – 04/30/2019
Patterson, Ryan	FC	Administrative Assistant I (100%) Extension of Temporary Change in Assignment To: FC Theater Technician 12-month position (100%) Range 41, Step B + 15% Longevity + PGD Classified Salary Schedule Eff. 02/01/2019 – 06/30/2019

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Gomez, Edgar	FC	Health Services Assistant (100%) 6% Stipend Eff. 02/01/2019 – 06/30/2019
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LEAVES OF ABSENCE

Davis, Anthony	AC	Printer (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/20/2019 – 03/19/2019 (Consecutive Leave)
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Classified Personnel
February 26, 2019

Giang, Vivian	NOCE	IT Services Coordinator I (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/14/2018 – 03/11/2019 (Consecutive Leave)
Grove, Michael	AC	Buyer (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/18/2019 – 03/05/2019 (Consecutive Leave)
Hoang, Elizabeth	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/08/2019 – 07/31/2019 (Intermittent Leave)
Kiely, Janae	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/20/2019 – 04/03/2019 (Consecutive Leave)
Lamb, Darin	FC	Groundskeeper (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/14/2019 – 04/05/2019 (Consecutive Leave)
Tran, Jeanne	AC	Human Resources Specialist (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/17/2019 – 04/26/2019 (Consecutive Leave)
Tran, Nghia	AC	Purchasing Assistant (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Until Exhausted; Unpaid Thereafter Eff. 03/17/2019 – 03/29/2019 (Consecutive Leave)

Classified Personnel
February 26, 2019

Whelchel, Carolyn	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/25/2019 – 03/29/2019 (Consecutive Leave)
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ADMINISTRATIVE LEAVE OF ABSENCE WITH PAY

@00003738	FC	Health Services Specialist 11-month position (100%) Eff. 02/13/2019 until further notice
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CORRECTION TO BOARD AGENDA OF JANUARY 22, 2019
NEW PERSONNEL FOR MONTHS EMPLOYED

Cienfuegos, Eunice	CC	Administrative Assistant II 11-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 01/23/2019 PN CCC793
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NEW CLASSIFIED MANAGEMENT JOB DESCRIPTION

Director, Child Development and Educational Studies Laboratory School
Range 18
Management Salary Schedule

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Director, Child Development and Educational Studies Laboratory School	Range: 18 (CL)	Management Schedule
Date Revised:		Date Approved:	

THIS IS A DESIGNATED CLASSIFIED MANAGEMENT POSITION SUBJECT TO ONE-YEAR PROBATIONARY PERIOD

PRIMARY PURPOSE

Under the direction of the Dean, Social Sciences, this position is responsible for the administration and supervision of the Fullerton College Child Development and Educational Studies, Laboratory School. The Director schedules staff, monitors enrollment through various funding sources, and establishes and maintains lines of communication between families, instructors, students and classroom teaching staff.

ESSENTIAL FUNCTIONS

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

1.	Provides leadership in the administration of the Fullerton College, Child Development and Educational Studies (CDES) Laboratory School, including resource development and personnel management, in accordance with laws, regulations, District policy and procedures and collective bargaining agreements.
2.	Ensures compliance with policies and procedures set by Community Care Licensing, State Department of Education, and Federal Grantees as well as the North Orange County Community College District.
3.	Establishes program philosophy in close collaboration with CDES Department faculty and sets operational goals and vision for implementation with classroom teachers; assumes responsibility for the demonstration of developmentally appropriate practices based on current child development practices and research.
4.	Works with the CDES Department regarding activities/curriculum appropriate for children, families, staff, college students, and early childhood community.
5.	Develops and administers the CDES Laboratory School annual budget; participates in the forecast of funds needed for staffing, equipment, materials, and supplies; monitors and approves expenditures; implements adjustments.
6.	Researches, identifies, and creates grant applications for potential resources of additional income for the CDES Laboratory School; seeks funding sources to provide specified contracted services to eligible children and families.
7.	Participates in hiring; supervises, trains, and evaluates assigned CDES Laboratory School staff; conducts regular staff meetings; assists in assigning students to individual classrooms for appropriate laboratory experience.
8.	Coordinates the parent and student enrollment, orientation, and participation within the CDES Laboratory School.
9.	Provides expert level assistance to the assigned Dean, Social Sciences; in conducting a variety of organizational studies, investigations, and operational studies; recommends and implements modifications to CDES Laboratory School programs, policies, and procedures as appropriate.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

10.	Coordinates services and activities with other departments as well as outside agencies; attend meetings with other community agencies; establishes and maintains communication between families, instructors, students and classroom teaching staff.
11.	Serves as the liaison for the CDES Laboratory School with other departments, divisions, and outside agencies; negotiates and resolves sensitive and controversial issues.
12.	Represents the College and the CDES Laboratory School in meetings both on campus and off campus concerning funding, licensing, for the child development and educational studies laboratory school.
13.	Responsible to Community Care Licensing and Department of Education to follow all regulations and guidelines concerning Laboratory licenses, policies, and reporting procedures.
14.	Maintains an early childhood resource library.
15.	Actively involved in professional early care and educational organizations and community agencies.
16.	Performs other related duties as assigned.

OTHER FUNCTIONS

WORKING RELATIONSHIPS

The Director of Child Development and Educational Studies Laboratory School maintains frequent contact with college administrators, faculty, staff, students, children, and parents.

EDUCATION AND EXPERIENCE**Minimum Qualifications**

Possession of a bachelor's degree from a regionally accredited institution in Child Development, Early Childhood Education or equivalent AND at least one year of formal training, internship or leadership experience reasonably related to the assignment.

Possession of, or ability to qualify for a Program Director's Permit

First Aid and CPR Certification issued by the American Red Cross or equivalent

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff

Desirable Qualifications

Possession of a master's degree in Child Development or a related field

Knowledge of the Reggio Emilia philosophy

Knowledge of Constructivist pedagogy

Experience in shared governance in an educational setting

<p style="text-align: center;">NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</p>
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High level of critical thinking, problem solving and analytical skills

High professional standards and strong interpersonal skills

Effective oral and written communication skills

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of District organization, operations, policies and objectives

Knowledge of a shared governance model in an educational setting

Knowledge of state education codes and requirements including Title 5

Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary

Knowledge of record keeping procedures

Knowledge of budget preparation and maintenance

Knowledge of appropriate software and databases

Ability to interpret, apply and explain rules, regulations, policies and procedures

Ability to assess, analyze, implement and evaluate research project activities

Ability to analyze situations accurately and adopt an effective course of action

Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to work independently with little direction

Ability to understand and follow oral and written directions

Ability to communicate efficiently both orally and in writing

Ability to supervise, train and provide work direction to others

SPECIAL REQUIREMENTS

A valid California Driver's License

WORKING CONDITIONS

Office and child laboratory school environment; subject to constant interruptions and frequent interaction with others; regularly required to stand, walk and sit; sitting for long periods at a time (up to 2-3- hours); moderately loud noise levels; regularly required to stoop, kneel, bend, crouch and crawl, climb or balance and lift up to 50 pounds; may require off-site duties and activities.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 26, 2019 Resolution _____
Information _____
SUBJECT: Professional Experts 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

6.c.1

Item No.

Professional Experts
February 26, 2019

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Amundson, Stephen	CC	Technical Expert I	Piano Accompanist for Musical Theater Class	20	02/04/2019	05/24/2019
Angelov, Katalin	CC	Project Manager	Strong Workforce Initiative MAD Projection Mapping/Motion Design	5	02/13/2019	06/15/2019
Barajas, Olivia	FC	Technical Expert II	Provide outreach, recruiting, and counseling services for current and potential CTE students	15	02/01/2019	06/30/2019
Barcelon, Laarnie	FC	Technical Expert II	Technical Expert II	7.5	11/12/2018	01/23/2019
Beinig, Kulvir	NOCE	Project Coordinator	Integrated Planning Data Analyst	26	04/22/2019	05/10/2019
Beinig, Kulvir	NOCE	Project Coordinator	Integrated Planning Data Analyst	26	05/20/2019	06/21/2019
Bennett, Jessica	NOCE	Project Coordinator	DSS Curriculum Specialist	26	01/30/2019	06/28/2019
Catron, James	CC	Technical Expert II	Entrepreneurial Spirit in Career Advancement (Perkins)	26	02/19/2019	06/30/2019
Gable, Amanda	NOCE	Project Expert	Job Coach	26	02/06/2019	16/29/2019
Ho, Yvonne	CC	Project Expert	SW CTE Counseling	26	01/28/2019	05/25/2019
Johnstone, Deborah	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	26	02/27/2019	03/15/2019
Larsen, Chris	FC	Technical Expert II	Promise Career Pathways	5	02/12/2019	06/30/2019
Levesque, Richard	FC	Project Coordinator	TAP Program Coordinating and Implementation	15	02/18/2019	06/30/2019
Mehta, Jinal	NOCE	Project Coordinator	Data Analyst Level 2	20	02/04/2019	05/10/2019
Okonyan, Stefani	FC	Project Coordinator	TAP Program Coordinating and Implementation	15	02/18/2019	06/30/2019
Sanchez, Jose A	CC	Project Expert	Certified Athletic Trainer	26	02/19/2019	05/31/2019
Sowizdrzal, Judy	NOCE	Project Coordinator	NOCE LEAP Swim Program	26	06/03/2019	06/29/2019
Vigario, Holly	CC	Project Expert	Certified Athletic Trainer	26	02/19/2019	05/31/2019
Yeon, Jennifer	NOCE	Technical Expert I	ASHP Curriculum Development	26	01/28/2019	03/15/2019
Yimenu, Tilahun	FC	Technical Expert II	Organic Chemistry Coordinator	3	02/13/2019	06/30/2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 26, 2019 Resolution _____
Information _____
SUBJECT: Hourly Personnel 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

6.d.1

Item No.

Hourly Personnel
February 26, 2019

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Acevedo, Ofelia	NOCE	Clerical/Secretarial - Assist in office duties and registration for students	03/18/19	06/14/19	TE B 3
Covarrubias Renteria, O.	NOCE	Direct Instr Support - CAEP ESL Peer Mentor	02/27/19	05/30/19	TE A 3
Cruz, Anay	CC	Clerical/Secretarial - Assist in Campus Safety	02/27/19	05/29/19	TE A 4
David, Jonathan	NOCE	Direct Instr Support - CAEP DSS Peer Mentor	02/27/19	05/29/19	TE A 1
Dotterman, Desiree	FC	Clerical/Secretarial - Honors Program Ambassador	02/27/19	05/29/19	TE A 1
Dotterman, Sasha	FC	Clerical/Secretarial - Honors Program Ambassador	02/27/19	05/29/19	TE A 1
Legaspi, Connie	CC	Clerical/Secretarial - Assist in Business/CIS division office	03/13/19	06/07/19	TE B 4
Merwin, Junely	CC	Clerical/Secretarial - Assist for Guardian Scholars Program	02/27/19	05/29/19	TE B 3
Mix, Kevin	CC	Service/Maint - Assist in Maintenance and Operations	04/26/19	06/03/19	TE A 3
Moreno, Daniel	NOCE	Clerical/Secretarial - Assist in the Learning Center (Anaheim Campus)	01/28/19	03/29/19	TE A 2
Neri, Efren	FC	Tech/Paraprof - Athletic Program Assistant - Tennis	05/27/19	06/30/19	TE H 4
Nguyen, Dustin	CC	Tech/Paraprof - Assist in STEM program	02/27/19	05/24/19	TE A 1
Niazi, Zyrah	FC	Clerical/Secretarial - Assist in Cadena Cultural & Transfer Center	02/27/19	05/29/19	TE A 1
So, Aaron	FC	Clerical/Secretarial - Assist in Academic Computing	04/01/19	06/29/19	TE B 2
Velasquez, Anacari	FC	Clerical/Secretarial - CTE Outreach Ambassador	02/27/19	05/29/19	TE A 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Anglee, Jamie	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	02/13/19	06/30/19	TE A 2
Cho, Eric	FC	Direct Instr Support - Tutor for the STEM Program	02/27/19	05/24/19	TE A 2
Miltenberger, Savannah	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	02/27/19	06/30/19	TE A 3
Oropeza-Rodriguez, E.	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	02/27/19	06/30/19	TE A 2
Phethean, Matilde	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	03/13/19	06/30/19	TE A 1

Hourly Personnel
February 26, 2019

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Dazo, Melissa	FC	Clerical/Secretarial - Sub for vacant Instructional Aide PN FCC843	02/27/19	05/15/19	TE B 3
Mix, Kevin	CC	Service/Maint - Sub for vacant Facilities Assistant I PN CCC742	02/04/19	04/25/19	TE A 3

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Avila, Yasmin	FC	Work Study Student - Assist in Physical Education	03/12/19	06/30/19	TE A 2
Bernard, Glenn	FC	Work Study Student - Assist in Physical Education	03/12/19	06/30/19	TE A 2
Brown, Diederich	FC	Work Study Student - Assist in Physical Education	03/12/19	06/30/19	TE A 2
Camacho, Quentin	FC	Work Study Student - Assist in the Academic Support Center	02/27/19	06/30/19	TE A 2
Cha, Seung	FC	Work Study Student - Assist in the Academic Support Center	02/27/19	06/30/19	TE A 2
Chelo, Maria	FC	Work Study Student - Assist in Physical Education	03/12/19	06/30/19	TE A 2
Choe, Seohyeon	FC	Work Study Student - Clerical assistance for the Math Lab	03/13/19	06/30/19	TE A 3
Figueroa, Trevor	FC	Work Study Student - Assist in the Art Gallery	02/26/19	06/30/19	TE A 2
Flores, Lesley	FC	Work Study Student - Assist in the Art Gallery	03/12/19	06/30/19	TE A 4
Huynh, Tho	CC	Full-time Student - Assist in Library	01/16/19	06/30/19	TE B 4
Juarez, Benicio	FC	Full-time Student - Assist in the Counseling Center	02/13/19	06/30/19	TE A 1
Khanani, Muhammad	FC	Work Study Student - Tutor for the Math Lab	02/26/19	06/30/19	TE A 2
Le, Dan	FC	Work Study Student - Clerical assistance for the Math Lab	03/13/19	06/30/19	TE A 3
Martinez, Araceli	FC	Work Study Student - Clerical assistance for the Math Lab	03/13/19	06/30/19	TE A 3
Montenegro, Lina	NOCE	Full-time Student - Assist in the CAEP ESL mentor program	02/27/19	06/30/19	TE A 3
Palacios, Shawntel	FC	Work Study Student - Clerical assistance for the EOPS/CARE Program	02/16/19	06/28/19	TE A 3
Paras, Bernadette	FC	Work Study Student - Clerical assistance for the Math Lab	03/13/19	06/30/19	TE A 3
Pendlebury, Sarah	CC	Work Study Student - Assist in Transfer Center	02/13/19	06/30/19	TE A 1
Perello, Germain	FC	Work Study Student - Clerical assistance for the Math Lab	03/13/19	06/30/19	TE A 3
Qui, Chenxing	FC	Work Study Student - Clerical assistance for the Math Lab	03/13/19	06/30/19	TE A 3

Hourly Personnel
February 26, 2019

Richardson, Ka'Dedrick	FC	Work Study Student - Athletic Support Personnel	02/27/19	06/30/19	TE A 2
Rodriguez Lopez, A.	CC	Full-time Student - Assist in CTE	02/01/19	06/30/19	TE A 4
Soumbey-Alley	FC	Work Study Student - Assist in Physical Education	03/12/19	06/30/19	TE A 2
Tran, Cao	FC	Work Study Student - Assist in the Academic Support Center	02/27/19	06/30/19	TE A 2
Vega Olvera, Marcela	FC	Work Study Student - Assist in Physical Education	03/12/19	06/30/19	TE A 2

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 26, 2019

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

6.e.1

Item No.

Volunteer Personnel
February 26, 2019

Name	Site	Program	Begin	End
Araico, Miguel	CC	Intern - College Campus Safety	02/13/2019	05/29/2019
Becerra, Elizabeth	FC	DSS - Personal Services Assistant	01/28/2019	05/24/2019
Becerra, Adriana	FC	DSS - Personal Services Assistant	01/28/2019	05/24/2019
Bergado, Christian	FC	Intern - Veterans Resource Center	02/28/2019	06/30/2019
Dalessi, Mary	FC	Friends of FC College Library Bookstore	01/29/2019	06/30/2019
Fuentes, Vincent	FC	Intern - Social Sciences/Ethnic Studies	02/11/2019	05/22/2019
Martinez, Ashley	FC	Intern - Humanities/ESL Graduate Intern	03/13/2019	06/01/2019
Martinez, Catalina	NOCE	DSS - Personal Care Attendant	01/24/2019	06/28/2019
Pavlovich, Robert Mark	FC	Technology & Engineering/Broadcasting	01/28/2019	06/30/2019
Peattie, Lucila	FC	DSS - Personal Services Assistant	01/28/2019	05/24/2019
Smith, Serena	FC	DSS - Personal Care Attendant	02/08/2019	05/24/2019
Torres, Tiana	NOCE	DSS - Personal Care Attendant	01/28/2019	03/29/2019
Tran, Hoang	NOCE	DSS - Personal Care Attendant	02/04/2019	06/28/20019
Woo, Christine	FC	Intern - Social Sciences/Ethnic Studies	02/11/2019	05/22/2019
Zaragoza, Bianca	NOCE	DSS - Personal Care Attendant	01/30/2019	06/28/2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: February 26, 2019 Information _____
Enclosure(s) X
SUBJECT: Negotiated Successor Agreement Between
Adjunct Faculty United and the District

BACKGROUND:

Adjunct Faculty United/AFT/AFL-CIO Local 6106 and the District have negotiated a Successor Tentative Agreement for the 2017-2018, 2018-2019 and 2019-2020 academic years. Provisions include compensation, union rights, working conditions, non-discrimination and evaluations. The Adjunct Faculty United membership has ratified the Agreement.

Compensation includes an across the board salary increase of seven point five six percent (7.56%) to be applied to Adjunct Faculty salary schedule A and B effective Fall Semester 2019 and schedule C effective Fall 2019 Trimester.

An off-schedule one-time lump sum payment in the amount of \$1,000.00 to be paid on or before July 1, 2019, to all unit members in paid status as of November 2018.

This Agreement concludes negotiations for the 2017-2018, 2018-2019 and 2019-2020 academic years except as specified in the Tentative Agreement. There will be no other modifications related to compensation.

Additionally, the parties shall establish a joint committee in an attempt to obtain the reemployment preference goal of up to 60 to 67 percent as set forth in SB1379.

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

How does this relate to Board Policy: This item relates to Board Policy 7130, Compensation, which states the Board will establish salary and benefits for employees.

FUNDING SOURCE AND FINANCIAL IMPACT: Implementation of the salary increase for adjunct faculty is within budget.

RECOMMENDATION: It is recommended that the Board of Trustees approve the negotiated Successor Tentative Agreement inclusive of all terms and conditions specified in the written Tentative Agreement between Adjunct Faculty United/AFT/AFL-CIO Local 6106 and the District as follows.

ADJUSTMENT FOR THE 2019-2020 FISCAL YEAR

An across the board salary increase of seven point five six percent (7.56%) to be applied to Adjunct Faculty salary schedule A and B effective Fall Semester 2019 and schedule C effective Fall 2019 Trimester.

An off-schedule one-time lump sum payment in the amount of \$1,000.00 to be paid on or before

Irma Ramos

Recommended by

Approved for Submittal

6.f.1

Item No.

July 1, 2019, to all unit members in paid status as of November 2018.

AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT

Provisions of Articles 3, 7, 9, 11, 16, 18, 20, and Appendix B1 and B4 shall be amended as provided in the written Agreement between the parties.

It is further recommended that the Board of Trustees approve the Adjunct Faculty salary schedules A, B and C.

(See Supplemental Minutes for a copy of the Agreement)

Irma Ramos

Recommended by

Approved for Submittal

6.f.1

Item No.

**TENTATIVE AGREEMENT BETWEEN
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
ADJUNCT FACULTY UNITED AFT/CFT
January 14, 2019**

This Tentative Agreement is entered into by and between the North Orange County Community College District (“NOCCCD”) and Adjunct Faculty United AFT/CFT (“Adjunct Faculty”). NOCCCD and Adjunct Faculty may be referred to herein as “Party” or collectively as “Parties.”

Any issue, subject, or matter discussed by the District and the Adjunct Faculty Association during negotiations over the 2017-2018, 2018-2019, and 2019-2020 bargaining proposals not contained in this document shall be considered withdrawn by the party presenting it. Any “oral agreement” or “understanding” not reflected in writing herein shall have no force or effect.

NOW, THEREFORE, the Parties hereto agree as follows:

Term

This Agreement shall cover the 2017-2018, 2018-2019 and 2019-2020 academic years, and shall terminate June 30, 2020.

1. The Agreement of July 1, 2017 – June 30, 2020, shall be extended in its entirety until June 30, 2020, except as expressed and modified herein.
2. Negotiations for the 2017-2018 and 2018-2019 academic years are closed.
3. Negotiations for the 2019-2020 academic year are closed as to economic issues, subject to the non-economic reopeners set forth in Section 1.2.1 of this agreement.

Article 1: Agreement

Article 1: AGREEMENT shall remain unchanged except for the following amendment(s):

- 1.1.2 The provisions of this agreement shall be effective upon full ratification of this tentative agreement, except as specially provided otherwise in this Agreement, and shall continue in full force and effect for a term of three years.
- 1.2.1 During the term of this Agreement, the Union and the District shall have the right to reopen this Agreement in the 2019-2020 academic year regarding non-economic issues limited to up to two articles each. In the event either party desires to negotiate reopeners as provided herein, such party shall serve upon the other by October 15th of each year, a written request to commence negotiations and an initial written proposal for such reopeners.

Article 3: Union Rights

Article 3: UNION RIGHTS shall remain unchanged except for the following amendment(s):

3.1.1 The Union shall have the right to use institutional bulletin boards, ~~and~~ mailboxes, and campus email, subject to reasonable regulation by the District, for the routine posting or transmission of information or notices concerning union matters. The District email is for official business use only and shall not be used for the transmission of any derogatory or slanderous comments. The District will provide the union with an official mailbox at each college. District and campus mail systems and other District means of communication shall not be used for the distribution of political materials.

3.1.3 Use of or access to institutional bulletin boards, mailboxes, campus email, facilities and equipment by the Union shall not interfere with or interrupt District/campus operations, classroom activities, or the scheduled duties of employees. District supplies and materials shall not be used for organizational purposes. In cases of use or access that will result in costs to the District, the union shall make arrangements for reimbursement to the District prior to such use or access.

3.2 Information to Adjunct Faculty United

3.2.5 Once each regular semester, if requested by the Union, the District will, within thirty (30) working days of such request, furnish the Union with a report of the last evaluation date of active Unit Members.

3.3 Compensation for Union Business (May use half of the increase during 18/19)

3.3.1 In satisfaction of the requirements of Chapter 10.7 of the Government Code, during the regular semester/trimester and scheduled instructional intersessions, the District shall provide a cumulative total of not more than ~~five hundred twenty five (525)~~ six hundred fifty (650) hours of compensation each academic year to such Unit Members as may be designated by the Union for the purposes of meeting and negotiating hourly rate on the Adjunct Faculty Salary Schedule.

Article 6: Assignment and Scheduling

Status quo.

Article 7: Working Conditions

Article 7: WORKING CONDITIONS shall remain unchanged except for the following amendment(s):

7.8.2.10 Participation in, preparation for, or presentation of ~~staff~~ District-sponsored Professional Development/orientation activities.

7.8.3 Unit Members serving on Academic Senate, District Consultation Council, Technology Coordinating Council, and Council on Budget and Facilities; and District Enrollment Management Advisory Committee shall be compensated for their service on these committees as outlined below and shall not serve on more than one committee per semester.

7.8.3.5 The Unit Member shall be compensated for attending District Enrollment Management Advisory Committee not to exceed two hours of pay per month at their regular rate, except Credit Instructors at the lab rate.

Article 9: Evaluation

Article 9: EVALUATION shall remain unchanged except for the following amendment(s):

9.4.5 The assessment of the Immediate Management Supervisor or designee and a summary of the results of the student evaluations shall be recorded on the appropriate performance evaluation form.

9.4.6 The Unit Member shall be sent the completed performance evaluation no later than 14 calendar days after the end of semester/trimester. If the Unit Member has returned the form, in compliance with section 9.4.1.4, indicating the Unit Member's current mailing address, the completed performance evaluation form will be sent to the Unit Member for review, by U.S. mail to the mailing address specified.

Article 11: Salary

Article 11: SALARY shall remain unchanged except for the following amendment(s):

An across the board salary increase of seven point five six percent (7.56%) to be applied to Adjunct Faculty salary schedule A and B effective Fall Semester 2019 and schedule C effective Fall 2019 Trimester.

An off-schedule one-time lump sum payment in the amount of \$1,000.00 to be paid on or before July 1, 2019, to all unit members in paid status as of November 2018.

11.2.4 Salary Step Advancement

Effective Fall 2019, salary step advancement will automatically be applied for unit members who meet the following criteria:

11.2.4.1 Salary step progression on Schedule A shall be based exclusively upon service with the District, with eligibility for step advancement after ~~either~~ of the following:

~~11.2.4.1.1 Eighteen (18) lecture hour equivalent units of credit instruction at the previous step. These units must be for service performed during regular semesters.~~

11.2.4.1.2 ~~Three (3)~~ four (4) regular semesters of credit instruction at the previous step. One (1) semester of service ~~shall require~~ is defined as the teaching of at least one full semester course or its equivalent.

11.2.4.2 Salary step progression on Schedule B shall be based exclusively upon service with the District, with eligibility for step advancement after ~~either of the following:~~

~~11.2.4.2.1 — Three hundred fifteen (315) hours of counseling or librarian service at the previous step. These hours must be for service performed during regular semesters.~~

11.2.4.2.2 ~~Three (3)~~ four (4) regular semesters of counseling or librarian service at the previous step. One (1) semester of service ~~shall require the performance of at least fifty three (53) hours of service~~ is defined as the completion of the assignment for the semester.

11.2.4.3 Service during any summer session or intersession, or service in substitute or “as needed” assignments shall not be applied toward eligibility for salary step advancement.

11.2.4.4 The salary step advancement will be applied at the beginning of the next regular semester after the eligibility requirements have been met.

~~11.2.4.4 — Salary step advancement shall be authorized after the Unit Member has filed a request for such advancement, on a form provided by the District, and has satisfied the advancement criteria specified above. The request must be submitted to the District Office of Human Resources on or before the second Friday in August of the academic year for which the salary step advancement is requested to become effective and must be approved by the Vice Chancellor of Human Resources or designee. Salary step adjustments will not be made during the academic year.~~

11.3.2 Salary Advancement

11.3.2.2 Effective Fall 2019, salary step advancement will automatically be applied for unit members who meet the following criteria:

11.3.2.2.1 Salary step progression on Schedule C shall be based exclusively upon service with the District, with eligibility for step advancement after six (6) regular trimesters of noncredit teaching service at the previous

step. One trimester of service shall require teaching for the full duration of a trimester, regardless of the number of hours per week, is defined as the completion of the assignment for the trimester.

~~11.3.2.3~~

~~11.3.2.2.2~~ Service during any summer session or intersession, or service in substitute or “as needed” assignments shall not be applied toward eligibility for salary step advancement.

~~11.3.2.3~~

~~11.3.2.2.3~~ The salary step advancement will be applied at the beginning of the next regular trimester after the eligibility requirements have been met.

~~11.3.3.4~~ ~~Salary step advancement shall be authorized after the Unit Member has filed a request for such advancement, on a form provided by the District, and has satisfied the advancement criteria specified above. The request must be submitted to the District Office of Human Resources on or before the second Friday in August of the academic year for which the salary step advancement is requested to become effective and must be approved by the Vice Chancellor of Human Resources or designee. Salary step adjustments will not be made during the semester year.~~

Article 16: Grievance Procedure

Article 16: GRIEVANCE PROCEDURE shall remain unchanged except for the following amendment(s):

16.7.1 Filing of a grievance or a grievance appeal by a grievant or by the Union, or filing of notice by the Union of its intent to proceed to arbitration, shall be by personal delivery, email, or by certified mail to the Vice Chancellor of Human Resources.

16.7.2 Filing of a grievance decision or a grievance appeal decision by the District to a grievant or to the Union shall be by personal delivery, email, or by certified mail.

16.7.3 Filing shall not be permitted by regular mail, interoffice mail, campus mail, ~~facsimile or electronic transmission~~, unless otherwise agreed by the parties.

Article 18: Nondiscrimination

Article 18: NONDISCRIMINATION shall remain unchanged except for the following amendment(s):

18.1 No unit member shall be discriminated against on the basis of any protected category as listed in NOCCCD Board Policy and Administrative Procedure 3410 – Unlawful Discrimination. The District and the Union agree not to discriminate against any Unit Member on the basis of race, national origin, religion, marital

~~status, sexual orientation, membership in the Union, and to the extent prohibited by law, no Unit Member shall be discriminated against because of age, sex, or disability.~~

BP 3410 and AP 3410 are located on the District website. The link is provided below. Scroll down to the Board Policy and Administrative Procedure for the full text.

<http://www.nocccd.edu/policies-and-procedures>

- 18.2 The District and the Union agree that these issues are best adjudicated ~~in~~ by the appropriate state and federal ~~tribunals~~ agencies, and therefore, it is the expressed intent of the parties that any dispute or claim arising under this Article shall be specifically excluded from the grievance procedure as provided in this Agreement.

Article 20: State Teachers Retirement System (STRS)

Article 20: STATE TEACHERS RETIREMENT SYSTEM (STRS) shall remain unchanged except for the following amendment(s):

20.4 CalSTRS

The information in this article is provided for information purposes only. For questions or further information about CalSTRS and your membership type (Classic or PEPRA-Public Employees' Pension Reform Act) contact CalSTRS directly at:

<http://www.calstrs.com/>

Phone: 800-228-5453 or 916-414-1099 Fax: 916-414-5040

Mail: P. O. Box 15275 Sacramento, CA 95851-0275

APPENDIX B

B-1 Student Evaluation Form – Instructor (see attached)

B-4 Adjunct Faculty Performance Evaluation Form – Instructor (see attached)

Joint Committee

The parties shall establish a joint committee of three members each, to work together, in an attempt, to obtain the reemployment preference goal of up to 60 to 67 percent as set forth in SB 1379. The committee would commence as soon as practicable after ratification of this Tentative Agreement and Bonnie Castrey will be the facilitator for the committee. The parties agree to share her costs equally.

NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

ADJUNCT FACULTY UNITED AFT/CFT

J Ramos
Date: 1/14/19

Kent Stevenson
Date: 01/14/2019

B-1

STUDENT EVALUATION FORM – INSTRUCTOR

INSTRUCTOR'S NAME _____

COURSE/DAYS/TIME: _____ DATE _____

In order to assist in the promotion and maintenance of high teaching standards among the faculty, please take the time to evaluate this course by marking the appropriate letter on the form for each item, as indicated below. You may also make written comments on this form.

This evaluation will be anonymous and will not be seen by the instructor until after final grades for the course have been posted. Please be thoughtful and candid in your responses.

<p>A = Strongly Agree B = Agree C = Disagree D = Strongly Disagree E = No Opinion / Not Applicable</p>

About the Instructor:

- | | |
|--|-----------|
| 1. The instructor demonstrated interest in the subject. | A B C D E |
| 2. The instructor was prepared for each class/ <u>lab</u> session. | A B C D E |
| 3. The instructor encouraged students to ask questions and participate in class discussions / <u>lab activity</u> . | A B C D E |
| 4. The instructor used class time effectively. | A B C D E |
| 5. The instructor maintained classroom control appropriate to the type of learning activity. | A B C D E |
| 6. The instructor demonstrated courtesy, respect and professionalism. | A B C D E |
| 7. The instructor held class <u>arrived</u> regularly and on time. | A B C D E |

About the Course or Lab:

- | | |
|---|-----------|
| 8. The course/ <u>lab</u> objectives and methods(s) of evaluation and grading were clearly explained. | A B C D E |
| 9. Text and/or other reading materials were related to the objectives and subject matter of the course/ <u>lab</u> . | A B C D E |
| 10. Coursework, assignments and other learning activities were related to the objectives and subject matter of the course/ <u>lab</u> . | A B C D E |
| 11. Presentation of material in lectures, discussions and other learning activities was clear, organized and effective. | A B C D E |
| 12. Examinations and/or other evaluations were related to the objectives and subject matter of the course/ <u>lab</u> . | A B C D E |
| 13. Grading of examinations and/or assignments followed the instructor's announced grading policy. | A B C D E |

Comments:

(Continue on back, if necessary)

**North Orange County Community College District
 ADJUNCT FACULTY PERFORMANCE EVALUATION
 Instructor**

B-4

Employee Name:	Banner ID:	Campus: [] CC [] FC [] SCE
Division:	Department:	Date of Evaluation:

PART I. PERFORMANCE STANDARDS

Evaluator appraisals of performance are indicated by the following symbols:

E - Performance is excellent
S - Performance is satisfactory

N - Performance needs improvement
U - Performance is unsatisfactory

Where an unsatisfactory rating is indicated, example(s) of behavior(s) relating to the relevant area(s) of the performance standard and recommendations for improvement must be recorded under "comments and recommendations." Cited examples and recommendations must be descriptive and specific.

Performance reflecting special strength in an area should also be recorded for the purpose of employee commendation.

If a rating criterion is not applicable or cannot be evaluated, mark "NA".

1. Breadth, depth and currency of knowledge appropriate to the subject matter of the course which is reflected in the course content and organization (knowledge of fact, detail and relationship concepts in field, craftsmanship, etc.).

Rating [] E [] S [] N [] U [] NA	Comments and recommendations:
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2. Proficiency in written and oral communication.

Rating [] E [] S [] N [] U [] NA	Comments and recommendations:
---	--------------------------------------

3. Effective lesson presentation and/or facilitation of group or individualized activity, understanding that there are various methods, techniques and philosophies of sound education (lectures, discussions, questioning, panels, laboratory or shop demonstration/ supervision methods, etc.). For online/hybrid courses, actively teaches the class using appropriate interactive components (chats, e-mail exchanges, assignment feedback, etc.).

Rating [] E [] S [] N [] U [] NA	Comments and recommendations:
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4. Classroom control appropriate to the teaching environment, understanding that there are various techniques and differing levels of student maturity.

Rating [] E [] S [] N [] U [] NA	Comments and recommendations:
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**North Orange County Community College District
 ADJUNCT FACULTY PERFORMANCE EVALUATION
 Instructor**

Employee Name: _____

Page _____ of _____

PART I. PERFORMANCE STANDARDS, CONTINUED

5. Relevant out-of-class learning activities, understanding that there are various methods, techniques and philosophies of sound education (lesson assignments, papers, reports, field trips, projects, etc.), and appropriate interactive components, including external links, for online/hybrid courses.

Rating <input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> N <input type="checkbox"/> U <input type="checkbox"/> NA	Comments and recommendations:
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6. Documented, relevant and timely evaluation of student performance appropriate to the subject matter of the course, understanding that there are various methods, techniques and philosophies of evaluation. For online/hybrid courses, instructor replies to student inquiries in an appropriate and timely manner.

Rating <input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> N <input type="checkbox"/> U <input type="checkbox"/> NA	Comments and recommendations:
--	--------------------------------------

7. Concern for student safety, instructional equipment and school property appropriate to the physical conditions of the teaching situation.

Rating <input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> N <input type="checkbox"/> U <input type="checkbox"/> NA	Comments and recommendations:
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8. Meeting administrative clerical requirements (attendance, Student Learning Outcome assessment data, and grade records filled out properly and turned in on time, text and library book requests completed, etc.).

Rating <input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> N <input type="checkbox"/> U <input type="checkbox"/> NA	Comments and recommendations:
--	--------------------------------------

9. Evaluation of course syllabi, class handouts, assignments, examinations and other materials generated for professional use as appropriate to the assignment. Syllabi clearly communicate student expectations, Student Learning Outcomes, evaluation standards, and assignment deadlines; for online/hybrid classes, students are informed of the technical and nontechnical requirements of the class.

Rating <input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> N <input type="checkbox"/> U <input type="checkbox"/> NA	Comments and recommendations:
--	--------------------------------------

10. Consider the extent to which the employee works as part of the team and works effectively and courteously with fellow employees, students and the public.

Rating <input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> N <input type="checkbox"/> U <input type="checkbox"/> NA	Comments and recommendations:
--	--------------------------------------

**North Orange County Community College District
ADJUNCT FACULTY PERFORMANCE EVALUATION
Instructor**

Employee Name: _____

Page _____ of _____

PART II. ASSESSMENT OF STUDENT SURVEY RESPONSES

Where performance is unsatisfactory or indicates a need for improvement, cite specific example(s) under "comments."

Provide a summary analysis of student survey responses with attention to indications of instructor behaviors reflecting:

PART III: OVERALL RATING AND CERTIFICATION

OVERALL RATING FOR THIS EMPLOYEE: Excellent Satisfactory Needs Improvement Unsatisfactory

Employee Signature

Date

Evaluator (If other than Immediate Management Supervisor)

Date

Immediate Management Supervisor Signature

Date

CEO/Designee Signature

Date

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ADJUNCT FACULTY SALARY SCHEDULE

SCHEDULE A - Effective August 19, 2019									
CREDIT INSTRUCTION ASSIGNMENTS (Rate per Instructional Unit)									
	COLUMN I Minimum Qualifications			COLUMN II Minimum Qualifications plus 36 Semester Units			COLUMN III Earned Doctorate		
	CREDIT LECTURE	STEP 0	0.00	0.000	STEP 0	0.00	0.000	STEP 0	0.00
STEP 1		1,148.62	65.635	STEP 1	1,203.32	68.761	STEP 1	1,260.50	72.028
STEP 2		1,194.58	68.261	STEP 2	1,251.48	71.513	STEP 2	1,310.91	74.909
STEP 3		1,242.36	70.992	STEP 3	1,301.54	74.373	STEP 3	1,363.34	77.905
STEP 4		1,292.04	73.830	STEP 4	1,353.59	77.348	STEP 4	1,417.87	81.021
STEP 5		1,343.73	76.784	STEP 5	1,407.73	80.441	STEP 5	1,474.58	84.261
CREDIT LABORATORY	STEP 0	0.00	0.000	STEP 0	0.00	0.000	STEP 0	0.00	0.000
	STEP 1	918.92	52.509	STEP 1	962.66	55.009	STEP 1	1,008.35	57.620
	STEP 2	955.68	54.610	STEP 2	1,001.18	57.210	STEP 2	1,048.69	59.925
	STEP 3	993.91	56.794	STEP 3	1,041.22	59.498	STEP 3	1,090.64	62.322
	STEP 4	1,033.65	59.065	STEP 4	1,082.87	61.878	STEP 4	1,134.25	64.814
	STEP 5	1,075.00	61.428	STEP 5	1,126.19	64.353	STEP 5	1,179.61	67.406

SCHEDULE B - Effective August 19, 2019									
COUNSELING AND LIBRARIAN ASSIGNMENTS (Rate per Hour)									
	COLUMN I Minimum Qualifications			COLUMN II Minimum Qualifications plus 36 Semester Units			COLUMN III Earned Doctorate		
	COUNSELOR / LIBRARIAN	STEP 0	0.00		STEP 0	0.00		STEP 0	0.00
STEP 1		52.51		STEP 1	55.01		STEP 1	57.62	
STEP 2		54.61		STEP 2	57.20		STEP 2	59.91	
STEP 3		56.80		STEP 3	59.48		STEP 3	62.32	
STEP 4		59.07		STEP 4	61.86		STEP 4	64.82	
STEP 5		61.44		STEP 5	64.33		STEP 5	67.39	

SCHEDULE C - Effective September 9, 2019					
NONCREDIT INSTRUCTION (Rate per Hour)					
	COLUMN I Minimum Qualifications			COLUMN II Earned Master's Degree or Earned Doctorate	
		STEP 0	0.00		STEP 0
	STEP 1	51.80		STEP 1	54.26
	STEP 2	53.88		STEP 2	56.43
	STEP 3	56.03		STEP 3	58.68
	STEP 4	58.28		STEP 4	61.02

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	February 26, 2019	Resolution	_____
SUBJECT:	Board of Trustees Assessment Instrument	Information	X
		Enclosure(s)	X

BACKGROUND: On November 25, 2003, the Board adopted revised Board Policy 2745, Board Self-Evaluation, with the Board of Trustees Assessment Instrument to be distributed the first meeting in April of odd-numbered years. The Instrument was last revised in 2017. The Board of Trustees Assessment Instrument is scheduled to be distributed at the April 9, 2019 Board meeting, thus, there is a need for the Board to review and consider making changes by March 26, 2019.

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 2745, Board Self-Evaluation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board review the Board of Trustees Assessment Instrument, adopted August 26, 1997, and last revised March 28, 2017, and make appropriate changes to the instrument for re-adoption at the March 26, 2019 Board meeting.

Cheryl Marshall
Recommended by

Approved for Submittal

7.a.1
Item No.

North Orange County Community College District

BOARD OF TRUSTEES ASSESSMENT

Accrediting Commission for Community and Junior Colleges Standard IV.C.10: Board policies and/or bylaws clearly establish a process for Board evaluation. The evaluation assesses the Board's effectiveness in promoting and sustaining academic quality and institutional effectiveness. The governing board regularly evaluates its practices and performance, including full participation in board training, and makes public the results. The results are used to improve board performance, academic quality, and institutional effectiveness."

The Board assessment is very different from the political evaluation, which takes place at the ballot box. The purpose of the Board assessment is to identify those areas of Board functioning which are working well and those which may need improvement.

The Board assessment speaks to the Board as a whole, not to individual trustees. It is the evaluation process of the overall effectiveness of the Board as a group making decisions.

PROCESS

An assessment form will be distributed to all Board members and members of the District staff who regularly participate at Board meetings at the first meeting in April of each ~~odd-numbered~~ year.

The completed assessment forms shall be submitted to the Chancellor's Office on or before the second meeting in April of ~~odd-numbered years~~.

The Chancellor's Office shall complete results of the assessment for distribution at the first meeting in May of ~~odd-numbered years~~.

The assessment results shall be included as an agenda item for review and appropriate action at the second meeting in May.

Board of Trustees Assessment

Rating Scale:
4 = Excellent
3 = Acceptable
2 = Need Improvement
1 = Unsatisfactory
0 = No Knowledge of

Question	Rating	Comments/Suggestions
The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of student learning program.		
1.	The Board has clearly defined institutional goals with desired outcomes both short and long-term.	
2.	The Board's highest priority is student learning and student success.	
3a.	The Board has established mission and vision statements, and a strategic plan that looks to the future, anticipating what the institution and its colleges will be like in 10 years.	
3b.	The Board periodically reviews the mission and vision statements.	
4.	The Chancellor's goals, as set by the Board, establish priorities that are both strategic and manageable and provide Board direction for the administration.	
5.	The Board upholds a code of ethics and conflict of interest policy, and individual Board members adhere to the code.	
6.	To ensure the institution is accomplishing its goals for student success, the Board regularly reviews key indicators of student learning and achievement and institutional plans for improving academic quality.	

7.	The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.		
8.	The Board regularly evaluates its processes to support continuous improvement.		
Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning program.”			

Question		Rating	Comments/Suggestions
As an independent policy-making body that reflects the public interest, the Board acts as a whole:			
9.	Direction to staff are based on a consensus of a majority of the Board. Individual Board members do not assume authority.		
10.	Board members respect each other's opinions.		
11.	Discussions are structured so that all have an opportunity to contribute to the decision.		
12.	Board members have adequate information upon which to base decisions.		

13.	The Board reaches decisions on the basis of study of all available background data and consideration of the recommendation of the Chancellor.		
14.	The Board's delegation of administrative authority is clear to all parties.		
Overall rating for "The Board acts as a whole."			

Question		Rating	Comments/Suggestions
Board meetings run effectively:			
15.	Board members are punctual to and attend all Board meetings to conclusion.		
16.	The Board reviews agenda materials and is prepared for Board meetings.		
17a.	New Board members, including student trustees, receive an orientation to rules and responsibilities and District mission and policies.		
17b.	The Board members engage in ongoing professional development.		

18.	The Board agendas focus on policy issues that related to Board responsibilities.		
19.	The Board conducts its meetings in compliance with state laws, including the Brown Act.		
20.	Agendas include legislative and state policy issues that impact the District.		
21.	Board meetings include some education or information time.		
22.	Board meetings provide adequate time for discussion.		
Overall rating for “Board meetings run effectively.”			

Question		Rating	Comments/Suggestions
Board members are actively knowledgeable about and engaged in the District community:			
23a.	Board members are knowledgeable about community college and state related issues.		

23b.	Board members are knowledgeable and take an appropriate role in the accreditation process.		
24.	The Board acts as an advocate for community colleges.		
25.	Board members are available to District employees for comments and suggestions.		
26.	The Board shows its support for the District through members attending various events.		
27.	The Board is knowledgeable about the District's history, values, strengths, and weaknesses.		
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.		
29.	The Board has processes in place for appropriately involving the community in relevant decisions.		
30.	The Board helps promote the image of the District in the community.		
31.	The Board understands the collective bargaining process and its role in the process.		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.		

33.	The Board gives adequate attention to the mission and goals of the District.		
34.	The Board has a procedure for annual evaluations of the Chancellor.		
35.	The Board demonstrates a good understanding of collegial consultation and related processes.		
36.	In general, what rating does the Board as a whole deserve?		
<p>Overall rating for “Board members are actively knowledgeable about and engaged in the District community.”</p>			

37.	General Comments/Suggestions:
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Date of Adoption: August 1997

Date of Last Revision: March 2017; March 2015; March 2013; March 2009; March 2007; March 2005; August 2001

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: February 26, 2019
SUBJECT: Future Board Agenda Items

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

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Cheryl Marshall

Recommended by

Approved for Submittal

7.b

Item No.