



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

**MEETING:** Regular Meeting in March 2022

**DATE:** Tuesday, March 8, 2022, at 5:30 p.m.

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

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

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

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

The Board respects the rights of members of the public to comment on matters under its jurisdiction. Members of the public may address the Board by completing a yellow card entitled, “Request to Address Board of Trustees” and submit it to the 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. Those wishing to address matters not on the agenda can do so immediately prior to the adjournment to closed session or, in the absence of a closed session, at the conclusion of all other public session business. Public comments must comply with the three-minute time limit.

The Board reserves the right to change the order of the agenda items as the need arises. All Board meetings, excluding closed sessions, are electronically recorded.

**AGENDA:**

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Consider Non-Personnel block-vote items indicated by [ ] in Sections 3 & 4**
- d. **Consider Personnel block-vote items indicated by [ ] in Section 5**  
 Agenda items designated as block-vote items with [ ] are considered by the Board to either be routine or sufficiently supported by back-up information 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. Exceptions to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion or if an individual wishes to comment on a block-vote item. During either scenario the Board President will remove the item from block-vote consideration for separate discussion and a separate vote.  
  
 Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public by contacting the Chancellor’s Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. – 5:00 p.m.).
- e. **Chancellor’s Report**
2. a. **Approval of Minutes of the Regular Meeting of February 22, 2022.**

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

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

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

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

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

**Per Section 54957(a): THREAT TO PUBLIC SERVICES OR FACILITIES: Consultation with Security Consultant.**

3. **FINANCE & FACILITIES**

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] Authorization is requested to accept new revenue and to make adjustments to the General Fund revenue and expenditure budgets in accordance with the revised fiscal year 2021-22 allocations and adopt resolutions to adjust budgets and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5, §58308. **(The Resolutions are available for review in the District's Business Office.)**
- [c] Authorization is requested to approve the 2021-22 General Fund and Financial Aid Fund transfers and adopt the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **(The Resolution is available for review in the District's Business Office.)**
- [d] Authorization is requested to amend the agreement with David Evans and Associates and increase the contract amount by \$6,500 from \$119,800 to \$126,300, and to extend the term of the agreement retroactively from July 1, 2020, until project completion, for landscape architectural, engineering and surveying services for the upgrade of the Anaheim Campus irrigation system and renovation of the West Parking Lot.
- [e] Authorization is requested to approve the contract renewal with Follet Higher Education Group for management of the Cypress College Bookstore through June 30, 2026.
- [f] Authorization is requested to pre-approve out-of-country travel for James Crippen to Vancouver, British Columbia, Canada on April 13 – 16, 2022.

- [g] Authorization is requested to allow the Friends of Fullerton College Foundation to host a VIP Reception on March 12, 2022 and serve alcoholic beverages to attendees.
- [h] Authorization is requested to approve the contract with LinkedIn Learning in the amount of \$255,000 for the period of April 4, 2022-October 4, 2023.

**4. INSTRUCTIONAL RESOURCES**

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

**5. HUMAN RESOURCES**

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

- Retirements
- Leaves of Absence
- Faculty Sabbatical Leaves
- Temporary Academic Hourly

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

- Resignation
- New Personnel
- Rehires
- Voluntary Changes in Assignment
- Leaves of Absence

- [c] Request approval of Professional Experts.

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

- [e] Request approval of Volunteers.

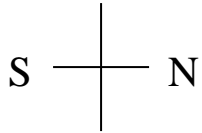
**6. GENERAL**

- a. It is recommended that the Board adopt the recommended state and federal legislative priorities for 2022 and empower the Chancellor of the North Orange County Community College District to advocate for the interests of the students, staff, and faculty of the District on behalf of the Board.
- b. It is recommended that the Board receive as information revised AP 7230-6, Confidential Employees: Professional Growth & Development Program and AP 7240-6, Management Employees: Professional Growth & Development Program.
- c. It is recommended that the Board discuss any potential future agenda items.

**7. COMMENTS**

- a. Chancellor's Staff Comments
- b. Resource Table Personnel Comments
- c. Members of the Board of Trustees Comments
- d. Public Comments on Non-agenda Items

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



# Board Room Seating Arrangement

Jacqueline Rodarte,  
President

Ed Lopez,  
Vice President

Evangelina Rosales,  
Secretary

Jeffrey P. Brown,  
Board Member

Stephen T. Blount,  
Board Member

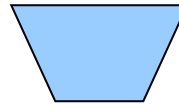
Ryan Bent,  
Board Member

Dr. Barbara Dunsheath,  
Board Member

Meena Pandian,  
Student Member CC

Dr. Byron D. Clift Breland,  
Chancellor

Erin Lacorte,  
Student Member FC



Dr. JoAnna Schilling,  
President CC

Alba Recinos,  
Recording Secretary

Dr. Gil Contreras,  
Interim President FC

Valentina Purtell,  
President NOCE

**Audience Seating**

Constituent Group  
Representatives

Chancellor's Staff

**Entrance**



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	March 8, 2022	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>    X    </u>

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

The purchase order numbers P0149508 - P0149799, check numbers C0053473 – C0053525; F0281585 – F0283314; Q0007471 – Q0007473; 88519954 – 88520778; V0031863 – V0031864; 70120207 – 70120993; disbursements E9012822 – E9018267; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Bank Mobile disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

**RECOMMENDATION:** It is recommended that the Board ratify purchase order numbers P0149508 - P0149799 through March 8, 2022, totaling \$3,532,976.89, and check numbers C0053473 – C0053525, totaling \$687,502.92; check numbers F0281585 – F0283314, totaling \$961,246.28; check numbers Q0007471 – Q0007473, totaling \$932.69; check numbers 88519954 – 88520778, totaling \$4,124,468.38; check numbers V0031863 – V0031864, totaling \$490.00; check numbers 70120207 – 70120993, totaling \$173,311.53; and disbursements E9012822 – E9018267, totaling \$6,599,685.36, through February 28, 2022.

Fred Williams

Recommended by

  
Approved for Submittal

3.a.1

Item No.

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 27, 2022 THROUGH FEBRUARY 16, 2022**  
**BOARD MEETING MARCH 8, 2022**

<b>PO</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>FUND</b>	<b>SITE</b>	<b>DESCRIPTION</b>
P0149508	American Hydroponics	\$ 3,408.87		FC	Instructional Supplies
P0149529	Office Solutions	\$ 600.00		FC	Blanket Order for Office Supplies
P0149530	B & H Photo Video Inc	\$ 12,281.35		FC	Media Equipment
P0149531	Grainger Inc	\$ 102.60		CC	Student Instructional Supplies
P0149532	Phoenix Group Information Systems	\$ 2,970.00		FC	Blanket Order for Parking Permit System Services
P0149533	McMaster Carr Supply Co	\$ 2,666.16	Bond	AC	Clocks for FC IB Building Rooms
P0149534	Phoenix Group Information Systems	\$ 7,363.74		FC	Citation Devices
P0149535	Thomas Scientific Inc	\$ 399.90		CC	Instructional Supplies
P0149536	Nigro & Nigro PC	\$ 16,000.00		AC	Audit Services
P0149537	Amazon Business	\$ 58.14		CC	Instructional Supplies
P0149538	Amazon Business	\$ 236.34		FC	Instructional Supplies
P0149539	Amazon Business	\$ 777.45		NOCE	Instructional Supplies
P0149540	Carolina Biological Supply Co	\$ 518.28		FC	Instructional Supplies
P0149541	Totty Printing	\$ 2,500.00		AC	Blanket order for Print Services
P0149542	Staples Inc	\$ 12,828.18		FC	Graphing Calculators
P0149543	United Site Services of CA Inc	\$ 795.77		CC	Porta Potty Services
P0149544	Sasco Electric	\$ 12,520.00		FC	Security Cameras Installation
P0149545	Amazon Business	\$ 893.74		FC	Instructional Supplies
P0149546	Bay City Electric Works	\$ 2,028.21		FC	Pump Replacement at FC Parking Structure
P0149547	ACCO Engineered Systems Inc	\$ 13,889.00	Capital Outlay	AC	Labor and Materials to Repair Chiller Leaks at FC
P0149548	Pocket Nurse Enterprises Inc	\$ 1,180.67		CC	Instructional Supplies
P0149549	Ollivier Corporation	\$ 14,540.27		FC	Video Surveillance Installation
P0149550	Airgas USA LLC	\$ 727.71		CC	Covid19 Safety Supplies
P0149551	Jolena Grande	\$ 1,200.00		CC	Reimbursement - Online Tests
P0149552	Science Interactive Group LLC	\$ 21,930.91		FC	Instructional Supplies
P0149553	Uline Inc	\$ 10,000.00		CC	Blanket Order for Food Pantry Supplies
P0149554	Integrity Electric	\$ 45,979.00	Capital Outlay	AC	Electrical Works for FC Bldg 500
P0149555	Schindler Elevator Corporation	\$ 14,841.00	Capital Outlay	AC	Elevator Repair
P0149557	James Woods	\$ 500.00		CC	Honorarium
P0149558	Nicola Dedmon	\$ 791.39		FC	Reimbursement for Face Mask Purchase
P0149559	Gomc Inc	\$ 3,814.36		FC	Music Equipment
P0149560	IDS International Design Supplies Inc	\$ 500.00		FC	Blanket Order for Instructional Supplies
P0149561	OLYMPIQUE Fascade Access Consulting	\$ 8,705.00	Capital Outlay	CC	Consultant on Fascade Access Work Plan Development at CC
P0149562	Gilda Nowparast	\$ 1,293.25		FC	Independent Contractor for Photography Services
P0149563	Stover Seed Company	\$ 228.66		FC	Instructional Supplies
P0149564	Pasco Scientific	\$ 5,939.19		CC	Instructional Supplies
P0149565	Vintage King Audio Inc	\$ 738.26		FC	Music Supplies
P0149566	BSN Sports LLC	\$ 4,594.37		FC	Athletic Clothing
P0149567	ArbiterPay Trust Account	\$ 17,735.00		FC	Sports Officials Spring 2022
P0149568	Clarence Ross	\$ 400.00		CC	Honorarium
P0149569	Linnea Powell	\$ 200.00		FC	Guest Performer for FC Music Department
P0149570	Amazon Business	\$ 52.63		FC	Instructional Supplies
P0149571	Keun Hee Seo	\$ 118.83		CC	Book Grant Reimbursement
P0149572	Amazon Business	\$ 324.22		CC	Covid19 Safety Supplies
P0149573	ejazzlines.com	\$ 800.00		FC	Blanket Order for Instructional Supplies

Item No. 3.a.2

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 27, 2022 THROUGH FEBRUARY 16, 2022**  
**BOARD MEETING MARCH 8, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149574	Amazon Business	\$ 948.20		CC	Instructional Supplies
P0149575	BSN Sports LLC	\$ 456.08		CC	Athletic Supplies
P0149576	Opti-Fit International Inc	\$ 4,666.60		CC	Athletic Equipment
P0149577	Alexis Perez	\$ 81.90		CC	Book Grant Reimbursement
P0149578	Bone Clones Inc	\$ 898.65		FC	Instructional Supplies
P0149579	Orange County Air Conditioning	\$ 39,289.00	Capital Outlay	AC	New AC System for FC Building 900
P0149580	Laerdal Medical Corp	\$ 96,868.95		CC	Instructional Equipment
P0149582	Amazon Business	\$ 55.54		NOCE	Instructional Supplies
P0149583	Amazon Business	\$ 23.69		NOCE	Instructional Supplies
P0149584	Robin Harrington	\$ 28,000.00		AC	DesignTraining for District Perkins V Overview
P0149585	CDW Government Inc	\$ 1,300.99		AC	Office Equipment
P0149586	McWil Sports Surfaces Inc	\$ 1,850.00		FC	Gym Repair
P0149587	Integrity Electric	\$ 41,130.00		FC	Electrical Work
P0149588	Amazon Business	\$ 845.83		FC	Instructional Supplies
P0149589	Amazon Business	\$ 263.91		FC	Instructional Supplies
P0149590	Joy Degruy	\$ 12,000.00		CC	Guest Speaking Services
P0149602	Make Music Inc	\$ 2,639.88		FC	Software
P0149603	Follett Higher Education Group	\$ 73,927.01		CC	Book Vouchers for Students
P0149604	Art Supply Warehouse	\$ 1,339.01		FC	Art Supplies
P0149605	Rosa Rodriguez	\$ 85.00		FC	Student Fees Reimbursement for Phi Theta Kappa membership dues
P0149606	Microphone Madness Inc	\$ 3,716.58		FC	Music Supplies
P0149607	Full Compass Systems Ltd	\$ 455.09		FC	Music Supplies
P0149608	Toshiba Business Solutions	\$ 1,975.05		AC	Maintenance Agreement for Copier
P0149609	Science Interactive Group LLC	\$ 20,838.96		FC	Instructional Supplies
P0149610	Jamie Shew	\$ 1,295.00		FC	Reimbursement for Instructional Materials
P0149611	Markertek Video Supply	\$ 518.28		FC	Instructional Supplies
P0149612	Sodexo Inc and Affiliates	\$ 25,544.02		FC	Catering Services for Students
P0149613	B & H Photo Video Inc	\$ 814.09		FC	Instructional Supplies
P0149614	Broadcast Music Inc	\$ 4,878.49		FC	Music License Fees
P0149615	Sesac Inc	\$ 1,942.16		FC	Music License Fees
P0149616	Pearson VUE	\$ 8,231.47		NOCE	Instructional Supplies
P0149617	Pearson VUE	\$ 8,320.80		NOCE	Instructional Supplies
P0149618	Phoenix Group Information Systems	\$ 1,950.00		FC	Parking Permit Database Fees
P0149619	Opus Inspection Inc	\$ 135.41		CC	Automotive Smog Machine Rental Fees
P0149620	A Alvarado Painting	\$ 275.00	Bond	AC	Patched Up Paint for FC Instructional Bldg
P0149621	Cor-O-Van Moving and Storage Inc	\$ 1,547.69	Capital Outlay	CC	Storage and Moving Cost for CC SEM Bldg
P0149622	Journalism Assoc of Community Colleges	\$ 250.00		FC	Conference Registration Fees
P0149623	Teresa Smith	\$ 200.00		CC	Honorarium
P0149624	Vintage King Audio Inc	\$ 1,348.78		FC	Instructional Supplies
P0149625	BSN Sports LLC	\$ 7,262.80		CC	Athletic Supplies
P0149627	Office Solutions	\$ 500.00		CC	Blanket Order for Supplies
P0149628	Opti-Fit International Inc	\$ 4,759.66		CC	Athletic Supplies
P0149629	Honors Transfer Council of California	\$ 120.00		CC	Institutional Membership
P0149630	Clarus Corporation	\$ 3,000.00		CC	Software Subscription
P0149631	American Heart Association Inc	\$ 2,717.31		CC	Instructional Materials

Item No. 3.a.3



**BOARD RECAP**  
**FOR THE PERIOD JANUARY 27, 2022 THROUGH FEBRUARY 16, 2022**  
**BOARD MEETING MARCH 8, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149632	Leslie Pogue	\$ 500.00		CC	Honorarium
P0149633	Darlin Jimenez	\$ 85.00		CC	Book Grant Reimbursement
P0149634	Del Palacio Piano Service LLC	\$ 600.00		FC	Piano Tuning Services
P0149635	Sasco Electric	\$ 4,860.00		FC	Install Data Cabling For Security Cameras
P0149636	Sasco Electric	\$ 2,098.00		FC	Conduit Install For Security Cameras
P0149638	Triton Digital Inc	\$ 1,620.00		FC	License for Online Radio Streaming
P0149639	CDW Government Inc	\$ 316.68		AC	Software Subscription License
P0149640	Nth Generation Computing Inc	\$ 323.00		NOCE	Software Support Renewal
P0149641	ConvergeOne Inc	\$ 11,990.00		CC	Software Subscription
P0149642	CDW Government Inc	\$ 993.81		FC	Network Hardware Equipment
P0149643	Alicia Bolanos	\$ 1,250.00		CC	Student Grant Award
P0149644	Marissa Munoz	\$ 1,250.00		CC	Student Grant Award
P0149645	Zeandra Peterson Leos	\$ 1,250.00		CC	Student Grant Award
P0149646	Valerie Monicco	\$ 1,250.00		CC	Student Grant Award
P0149647	Maria Huerta	\$ 1,250.00		CC	Student Grant Award
P0149648	Kannon Morgan	\$ 240.00		CC	Student Fees Reimbursement
P0149649	Devion Smith Coleman	\$ 240.00		CC	Student Fees Reimbursement
P0149650	Johnson Controls Fire Protection LP	\$ 15,000.00		FC	Blanket Order for fire alarm system repairs
P0149651	Sidney Dominguez	\$ 257.00		CC	Student Fees Reimbursement
P0149652	Sodexo Inc and Affiliates	\$ 639.75		FC	Catering for Media Studies Event
P0149653	Optical Structures Incorporated	\$ 789.08		CC	Instructional Materials
P0149654	Allied 100 LLC	\$ 1,315.64		NOCE	Safety Supplies
P0149655	Avidex	\$ 405.00		AC	Audio Equipment Service for Boardroom
P0149656	Greatlike Media	\$ 3,000.00		FC	Independent Contractor for Website Maintenance
P0149657	Lucid Software Inc	\$ 5,125.00		CC	Lucidpress Enterprise Software Subscription, Software Subscription
P0149658	Comdata Inc	\$ 14,930.00		FC	Student Gift Cards
P0149659	Nicole Freerks	\$ 400.00		FC	Honorarium
P0149660	Ryan Davis	\$ 500.00		FC	Honorarium
P0149661	Flor Nunez	\$ 12,000.00		FC	Independent Contractor for Marketing Projects
P0149662	Comdata Inc	\$ 13,890.00		FC	Student Gift Cards
P0149663	Radiant Floor Systems Inc	\$ 4,000.00		CC	Blanket Order for Floor Scrubber Parts & Repairs
P0149664	Source 4 Industries Inc	\$ 3,763.89		FC	Moving Carts
P0149665	Barnes & Noble Inc	\$ 1,561.84		FC	Books
P0149666	Brenda Aguiniga	\$ 14.99		CC	Book Grant Reimbursement
P0149667	Rhonda Humphrey	\$ 1,250.00		CC	Student Grant Award
P0149668	Nichole Gideon	\$ 1,250.00		CC	Student Grant Award
P0149669	Pauline Lim	\$ 1,250.00		CC	Student Grant Award
P0149670	Shakethia Norton	\$ 1,250.00		CC	Student Grant Award
P0149671	Michael Perry	\$ 1,250.00		CC	Student Grant Award
P0149672	Alvinisha Joseph	\$ 1,250.00		CC	Student Grant Award
P0149673	Concordance Healthcare Solutions	\$ 7,273.14		CC	Instructional Equipment
P0149674	Anthony Delgado	\$ 1,250.00		CC	Student Grant Award
P0149675	Cypress College	\$ 462.00		CC	Student Health Fee Reimbursements
P0149676	Carolina Biological Supply Co	\$ 830.20		FC	Instructional Materials
P0149677	Covermaster Inc	\$ 655.30		CC	Athletic Supplies

Item No. 3.a.4

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 27, 2022 THROUGH FEBRUARY 16, 2022**  
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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149678	CDW Government Inc	\$ 8,728.84		AC	(4) Laptops
P0149679	Respondus Inc	\$ 1,950.00		CC	Software Annual Renewal
P0149680	Nth Generation Computing Inc	\$ 6,922.80		AC	Network Hardware Equipment
P0149681	Vintage King Audio Inc	\$ 598.00		FC	Software Subscription
P0149682	S & K Theatrical Draperies Inc	\$ 2,489.74		FC	Instructional Supplies
P0149683	Trigon Sports International Inc	\$ 314.05		CC	Athletic Supplies
P0149684	The Lampo Group Inc	\$ 2,849.70		CC	Online Textbooks
P0149685	Pearson VUE	\$ 1,200.00		CC	Online Tests
P0149686	Design Science Inc	\$ 1,213.89		FC	Software Subscription
P0149687	Crown Awards	\$ 1,333.39		CC	Custom Medals
P0149688	Community College Public Relations Org	\$ 240.00		AC	Award Entry Fees
P0149689	Sim Barhoum	\$ 1,750.00		AC	Speaker - FIT Workshop
P0149690	Martin Luther Medical Center Association	\$ 32.64		AC	Sewer Maintenance Service
P0149691	University of Oregon	\$ 2,850.00		FC	Dance Conference Registration Fees
P0149697	Amazon Business	\$ 31.87		FC	Covid19 Supplies
P0149698	Apple Computer Inc	\$ 2,967.53		CC	Desktop Computer
P0149699	Henry Schein Inc	\$ 510.99		CC	Athletic Supplies
P0149700	Foundation Building Materials Holding Company LLC	\$ 22,496.26	Capital Outlay	AC	Doors Replacement for FC Bldg 1000
P0149701	Caseworx Inc	\$ 4,836.28	Bond	AC	Shelves for FC Instructional Building
P0149702	Vital Inspection Services Inc	\$ 3,179.80	Capital Outlay	AC	Inspection Fee for FC New Electrical Panel
P0149703	Johnson Controls Fire Protection LP	\$ 25,700.00	Capital Outlay	AC	Replacement of Heat Detectors for FC Welding Dept
P0149704	Roland Corporation U S	\$ 14,347.66		FC	Musical Instruments
P0149705	Extron Electronics	\$ 2,000.00		CC	Blanket Order for repair services
P0149707	B & H Photo Video Inc	\$ 21,789.66		CC	Instructional Equipment and Supplies
P0149708	Amazon Business	\$ 87.71		CC	Supplies
P0149709	Advantage Mailing, LLC	\$ 1,023.67		CC	Printing Services
P0149710	VWR Funding Inc	\$ 5,000.00		FC	Blanket Order for Instructional Materials
P0149711	Parker & Covert LLP	\$ 25,000.00		AC	Blanket order for Legal Fees
P0149712	Office Solutions	\$ 2,000.00		CC	Blanket Order for Office Supplies
P0149713	Amazon Business	\$ 953.20		CC	Instructional Materials for Drama Arts Production
P0149714	Royal Plywood Co LLC	\$ 1,248.98		FC	Instructional Supplies
P0149715	University of California, Irvine	\$ 3,300.00		CC	Field Trip Fees
P0149716	Henry Schein Inc	\$ 524.46		CC	Dental Supplies
P0149717	LA Sound Panels	\$ 29,996.29		FC	Music Department Supplies
P0149721	B & H Photo Video Inc	\$ 187.73		FC	Theatre Arts Supplies
P0149722	Creative Safety Supply LLC	\$ 165.63		CC	Instructional Materials
P0149723	Royal Plywood Co LLC	\$ 3,899.28		FC	Theatre Supplies
P0149724	Anthony Babson	\$ 100.00		CC	Book Grant Reimbursement
P0149725	Walla Latayfa	\$ 68.22		CC	Book Grant Reimbursement
P0149727	Follett Higher Education Group	\$ 900,000.00		CC	Blanket Order for Student Bookstore Voucher Incentives
P0149728	Assist Design	\$ 5,495.25		CC	Graduation Sashes
P0149729	Klinger Educational Products Corp	\$ 670.73		CC	Instructional Materials
P0149730	Fisher Scientific Co LLC	\$ 904.46		CC	Instructional Materials
P0149731	Amazon Business	\$ 165.53		CC	Instructional Materials
P0149732	Henry Schein Inc	\$ 30,622.25		CC	Instructional Equipment

Item No. 3.a.5

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 27, 2022 THROUGH FEBRUARY 16, 2022**  
**BOARD MEETING MARCH 8, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149733	Amazon Business	\$ 1,217.00		CC	Blanket Order for Instructional Materials
P0149734	Amazon Business	\$ 348.82		CC	Instructional Supplies
P0149735	Pearson Education Inc	\$ 219.92		CC	Software
P0149736	PrestoSports Inc	\$ 3,195.00		CC	Website Subscription Renewal
P0149737	Nth Generation Computing Inc	\$ 20,250.44		AC	Maintenance Subscription Renewal
P0149738	CDW Government Inc	\$ 1,862.46		AC	Computer Hardware
P0149739	Airgas USA LLC	\$ 2,787.71		AC	Face Mask
P0149740	Sidepath Inc	\$ 43,735.18		CC	(25) Laptop Computers
P0149741	CSI Fullmer	\$ 20,934.14		AC	Chancellors Office Furniture
P0149742	Vintage King Audio Inc	\$ 1,647.55		FC	Music Equipment
P0149743	Sasco Electric	\$ 18,500.00	Capital Outlay	AC	Cabling at FC Bldg 500
P0149744	Valley Pipeline Services Inc	\$ 24,587.00	Capital Outlay	AC	Repair Leak @ FC
P0149745	Lacefield Door Co	\$ 4,900.00	Capital Outlay	AC	New Doors @ FC Bldg 1000
P0149746	Foundation Building Materials Holding Company LLC	\$ 51,263.17	Capital Outlay	AC	Doors and Windows for FC Bldg 100
P0149748	Division of the State Architect	\$ 6,440.11	Capital Outlay	AC	Plan/Field Review Fee for FC Bldg 849 Restroom Renovation Project
P0149749	Orange County Air Conditioning	\$ 8,450.00	Capital Outlay	AC	Labor and Materials to Replace AC Unit @ FC
P0149750	CSI Fullmer	\$ 3,528.21	Capital Outlay	AC	Office Chairs for FC Swing Space
P0149751	Orange County Air Conditioning	\$ 11,440.00	Capital Outlay	AC	Replace Pool Pump @ FC
P0149752	Pacific Coast Entertainment	\$ 3,352.89		FC	Theatre Supplies
P0149753	Amazon Business	\$ 346.00		FC	Instructional Supplies
P0149754	Henry Schein Inc	\$ 2,709.00		CC	Blanket Order for Instructional Supplies
P0149755	GST	\$ 901.87		FC	Instructional Supplies
P0149756	Redco Audio Inc	\$ 843.13		FC	Music Studio Supplies
P0149757	Alta Vista Country Club	\$ 14,699.76		FC	Golf Facility Rental Fees
P0149758	Amazon Business	\$ 1,094.73		FC	Instructional Supplies
P0149759	Buddy's All Stars, Inc.	\$ 4,344.20		FC	Athletic Clothing
P0149760	Amazon Business	\$ 526.53		CC	Instructional Supplies
P0149761	Foundation Building Materials Holding Company LLC	\$ 2,000.00		CC	Blanket Order for carpentry supplies and material
P0149762	Coast Fitness Repair Shop Inc	\$ 429.07		FC	Athletic Machine Repairs
P0149763	Joely Proudfit	\$ 1,500.00		AC	District Diversity Speaker -PIE Series
P0149764	State of California	\$ 279.50		CC	Rooftop Cellular Equipment Alterations
P0149770	Kaizen Collision Center	\$ 4,925.48		FC	Automotive Repairs
P0149771	Jennifer Rockett	\$ 200.00		FC	Guest Performer for the Umoja Program
P0149772	Examity Inc	\$ 275.00		FC	Remote Assessments for Students
P0149773	Xandex Inc	\$ 1,999.85		FC	Instructional Supplies
P0149774	Performance Health Supply Inc	\$ 9,993.67		CC	Athletic Supplies
P0149775	Follett Higher Education Group	\$ 1,000,000.00		FC	Blanket Order for Student Bookstore Voucher Incentives
P0149776	Patrick Branstetter	\$ 1,350.00		FC	Blanket Order for Piano Tuning Services
P0149777	Eide Bailly LLP	\$ 7,000.00		FC	Accounting Services for Friends of Fullerton College Foundation
P0149778	Chase Curnow	\$ 276.85		CC	Book Grant Reimbursement
P0149779	Hi-Pod Inc	\$ 2,402.85		FC	Camera Equipment
P0149780	Eric Yamamoto	\$ 500.00		AC	Day of Remembrance Speaker- District Diversity
P0149781	Geotechnical Solutions Inc	\$ 60,000.00	Capital Outlay	AC	Geotechnical Services at FC Sherbeck Field Project
P0149782	Nordon LLC	\$ 443.00		CC	Equipment Repair
P0149783	Twining Consulting Inc	\$ 70,217.68	Capital Outlay	AC	Inspection Services for FC Sherbeck Field Project.

Item No. 3.a.6

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 27, 2022 THROUGH FEBRUARY 16, 2022**  
**BOARD MEETING MARCH 8, 2022**

<b>PO</b>	<b>VENDOR NAME</b>		<b>AMOUNT</b>	<b>FUND</b>	<b>SITE</b>	<b>DESCRIPTION</b>
P0149785	NSWC Mechanical Service LLC	\$	5,887.00	Capital Outlay	AC	Repair Chiller at FC Bldg 5
P0149787	Ben Nye Company Inc	\$	2,000.00		CC	Blanket Order for Instructional Supplies
P0149788	Henry Schein Inc	\$	14,309.20		CC	Instructional Equipment
P0149789	Ollivier Corporation	\$	52,324.77		FC	Video Surveillance Installation
P0149790	Freestyle Photographic Supplies	\$	5,000.00		CC	Blanket Order for Photo Supplies
P0149791	Sally Beauty Supply 653	\$	500.00		CC	Blanket Order for Instructional Supplies
P0149792	Rogue Fitness	\$	229.97		CC	Athletic Supplies
P0149793	Brenda Aguiniga	\$	81.90		CC	Book Grant Reimbursement
P0149794	Lauren Alvarez	\$	74.99		CC	Book Grant Reimbursement
P0149795	Cameron Welding Supply	\$	3,258.00		CC	Blanket Order for Welding Supplies
P0149796	Soady Company LLC	\$	7,321.15		CC	Custom Backpacks
P0149797	Kennedy White Inc	\$	4,200.00		NOCE	Mediation Services
P0149798	Vital Inspeccion Services	\$	92,720.00	Capital Outlay	FC	DSA Inspection of Record Services for FC Sherbeck Field and Bleacher Installation
P0149799	Astro Eclipse	\$	487.00	Capital Outlay	AC	Installation Privacy Films on Doors - FC Bldg 1902
			<b>\$ 3,532,976.89</b>			

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** March 8, 2022

**SUBJECT:** Budget Adjustments

Action	X
Resolution	X
Information	
Enclosure(s)	X

**BACKGROUND:** Revised 2021-2022 fiscal year allocations and amendments have been received for various federal- and state-funded programs, and local contracts. Based on these revisions, adjustments are needed to various General Fund revenue and expenditure budgets that were previously approved by the Board.

The General Fund programs requiring an adjustment are:

- Health Resources & Services Administration Health Careers Opportunity Program (HRSA HCOP)
- Strong Workforce Program (SWP) – Local
- Student Equity and Achievement (SEA)

**Revised Allocation Adjustments**

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
	<b>GENERAL FUND</b>		
AC	SEA SWP - Local	\$ 146,249 27,178	Correction to Budget Additional Funding
CC	HRSA HCOP SWP - Local	(43,285) 242,134	Correction to Carryover Additional Funding
FC	SWP - Local	295,873	Additional Funding
NOCE	SWP - Local	52,504	Additional Funding
	<b>TOTAL – BUDGET ADJUSTMENTS</b>	<b>\$ 720,653</b>	

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

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

**How does this relate to Board Policy:** This agenda item is submitted in accordance with Board Policy 3280, Grants.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Various programs have received revised 2021-2022 allocations and amendments since the adoption of the District Proposed Budget on September 14, 2021 or subsequent adoption of new agreements by the Board. Budget adjustments are being submitted to revise revenue and expenditure budgets accordingly for the 2021-2022 fiscal year.

**RECOMMENDATION:** Authorization is requested to make adjustments to the General Fund revenue and expenditure budgets in accordance with the revised fiscal year 2021-2022 allocations. It is further requested that resolutions be adopted to adjust budgets and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5, Section 58308. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Fred Williams

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Recommended by

  
Approved for Submittal

3.b.2

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Item No.

**Budget Adjustments (Board Date March 8, 2022)**  
**July 1, 2021 - June 30, 2022**

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

<u>Campus</u>	<u>Fund</u>	<u>Account Title</u>	<u>Fund</u>	<u>Orgn</u>	<u>Account</u>	<u>Program</u>	<u>Acty</u>	<u>Locn</u>	<u>Adjustment</u>
<b>General Fund (0101)</b>									
AC	SEA	Other Operating Expenses	17962	1505	50000	6090			\$ 146,249.00
AC	SEA	State Revenues	17962	1505	86285	6090			\$ 146,249.00
AC	SWP - Local	Other Operating Expenses	17242	1505	50000	6090			\$ 27,178.00
AC	SWP - Local	State Revenues	17242	1505	86255	6090			\$ 27,178.00
CC	HRSA HCOP	Other Operating Expenses	16924	2635	50000	6600			\$ (43,285.00)
CC	HRSA HCOP	Federal Revenues	16924	2635	81900	6600			\$ (43,285.00)
CC	SWP - Local	Other Operating Expenses	17242	4950	50000	6490			\$ 242,134.00
CC	SWP - Local	State Revenues	17242	4950	86255	6490			\$ 242,134.00
FC	SWP - Local	Other Operating Expenses	17242	5925	50000	6310			\$ 295,873.00
FC	SWP - Local	State Revenues	17242	5925	86255	6310			\$ 295,873.00
NOCE	SWP - Local	Other Operating Expenses	17242	9793	50000	6190			\$ 52,504.00
NOCE	SWP - Local	State Revenues	17242	9793	86255	6190			\$ 52,504.00

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund (0101), for fiscal year 2021-2022, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8199	Other Federal Revenues	\$ (43,285)
8629	CalWORKs, TTIP, Other	763,938
TOTALS		\$ <u>720,653</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
5000	Other Operating Expenses	\$ 720,653
TOTALS		\$ <u>720,653</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA    )  
  ) SS  
COUNTY OF ORANGE    )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on March 8, 2022, and passed by a \_\_\_\_\_ vote of said Board.

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

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

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

by \_\_\_\_\_, Deputy  
3.b.4

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



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	March 8, 2022	Resolution	<u>X</u>
<b>SUBJECT:</b>	2021-2022 Budget Transfers: General Fund and Financial Aid Fund	Information	<u>  </u>
		Enclosure(s)	<u>X</u>

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

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

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

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

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

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

**RECOMMENDATION:** Authorization is requested to approve the 2021-2022 General Fund and Financial Aid Fund transfers netting to the amount of \$4,416,881 and adopt the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams

Recommended by

  
Approved for Submittal

3.c.1

Item No.

## Budget Transfers

03-08-2022

**1. 17242: Strong Workforce Initiative - Local - CC**

1.1 Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(1,218,929)
To:	2300 Noninstructional Salaries	448,011
	3900 Benefits	40,247
	4000 Supplies & Materials	40,450
	6000 Capital Outlay	690,221

1.2 Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(114,995)
To:	2300 Noninstructional Salaries	114,995

**2. 11200: Current Year Funds - CC**

Transfer to cover the costs of library database subscriptions.

From:	6000 Capital Outlay	(18,456)
To:	5000 Other Operating Expenses & Services	18,456

**3. 11100: Prior Year Funds - FC**

3.1 Transfer to cover hourly personnel salaries and benefits, and phone equipment for the Counseling and Student Development office.

From:	5000 Other Operating Expenses & Services	(150,000)
To:	2300 Noninstructional Salaries	125,458
	3900 Benefits	11,542
	4000 Supplies & Materials	13,000

3.2 Transfer to cover professional expert salaries and benefits for outreach efforts.

From:	5000 Other Operating Expenses & Services	(100,000)
To:	2300 Noninstructional Salaries	91,424
	3900 Benefits	8,576

3.3 Transfer to cover professional expert salaries and benefits for curriculum development.

From:	5000 Other Operating Expenses & Services	(21,000)
To:	2300 Noninstructional Salaries	20,000
	3900 Benefits	1,000

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

4.1 Transfer to cover salaries for hourly clerical staff for Admissions &amp; Records.

From:	4000 Supplies & Materials	(30,000)
To:	2300 Noninstructional Salaries	30,000

Budget Transfers  
03-08-2022

4.2 Transfer to cover office space remodeling to better accommodate staff members.

From:	5000 Other Operating Expenses & Services	(40,317)
To:	6000 Capital Outlay	40,317

4.3 Transfer to cover expenses for Cypress College Campus Related Services.

From:	4000 Supplies & Materials	(17,245)
To:	5000 Other Operating Expenses & Services	17,245

**5. 17241: Strong Workforce Initiative - Local - FC**

5.1 Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(15,000)
To:	2400 Instructional Aides	13,714
	3900 Benefits	1,286

5.2 Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(25,000)
To:	2400 Instructional Aides	22,856
	3900 Benefits	2,144

**6. 11100: Prior Year Funds - DW/CC**

Transfer to provide budget for a pilot internship for Legacy/Puente Scholars program.

From:	7900 Capital Outlay	(10,000)
To:	5000 Other Operating Expenses & Services	10,000

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

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

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

<b>FROM</b>		<b>TO</b>	
Budget Classification	Amount	Budget Classification	Amount
1300	\$ 3,000	2300	\$ 827,745
4000	3,821	2400	36,570
5000	1,635,644	3900	64,538
7900	10,000	6000	723,612
<b>TOTAL</b>	<b>\$ 1,652,465</b>	<b>TOTAL</b>	<b>\$ 1,652,465</b>

AYES:  
NOES:  
ABSENT:

STATE OF CALIFORNIA )  
                                  ) SS  
COUNTY OF ORANGE )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on March 8, 2022, and passed by a \_\_\_\_\_ vote of said Board.

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

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

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

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

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

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the Financial Aid Fund (7474), pursuant to the California Code of Regulations Title 5, §58307;

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

<b>FROM</b>		<b>TO</b>	
Budget Classification	Amount	Budget Classification	Amount
8629	\$ 2,764,416	8150	\$ 2,764,416

<b>TOTAL</b>	<b>\$ 2,764,416</b>	<b>TOTAL</b>	<b>\$ 2,764,416</b>
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AYES:  
NOES:  
ABSENT:

STATE OF CALIFORNIA)  
  ) SS  
COUNTY OF ORANGE )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on March 8, 2022, and passed by a \_\_\_\_\_ vote of said Board.

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

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

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

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

3.c.5

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** March 8, 2022

**SUBJECT:** Amend Agreement with David Evans & Associates for the Upgrade of the Irrigation System and Renovation of the West Parking Lot

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

**BACKGROUND:** At its June 11, 2019, meeting, the Board awarded landscape architectural, engineering and surveying services for the upgrade of the Anaheim Campus irrigation system and the renovation of the West Parking Lot to David Evans and Associates (DEA).

On May 13, 2020, the Division of the State Architect (DSA) approved the project. However, construction was postponed due to the pandemic. On May 14, 2021, the District submitted an initial request for an extension with DSA to begin construction. The request was approved and construction of the project must commence by May 15, 2022.

As a result of the delay, staff determined it best to amend DEA's scope of work for the renovation of the West Parking Lot to include the removal of existing trees and median curbs in preparation for future solar canopies. DEA proposed to provide the required additional landscape architectural and engineering services in the amount of \$6,500.

It is, therefore, requested to amend the agreement with DEA to increase the contract amount by \$6,500 from \$119,800 to \$126,300, and to extend the term of the agreement retroactively from July 1, 2020, until project completion.

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

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding for the services proposed by David Evans & Associates for a fee totaling \$6,500 will come from Capital Outlay Funds.

**RECOMMENDATION:** Authorization is requested to amend the agreement with David

Evans and Associates and increase the contract amount by \$6,500 from \$119,800 to \$126,300, and to extend the term of the agreement retroactively from July 1, 2020, until project completion, for landscape architectural, engineering and surveying services for the upgrade of the Anaheim Campus irrigation system and renovation of the West Parking Lot. Authorization is further requested for the Vice Chancellor, Finance & Facilities, and District Director, Purchasing, to execute the amendment to the agreement on behalf of the District.

Fred Williams

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Recommended by

*B. V. dist Bredl*

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Approved for Submittal

3.d.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** March 8, 2022 Resolution             
Information             
Enclosure(s)             
**SUBJECT:** Contract Renewal – Follett Higher  
Education Group for the Management of  
the Cypress College Bookstore

**BACKGROUND:** On June 11, 2013, the Board awarded a contract to Follett Higher Education Group for management of the Cypress College Bookstore. Cypress College would like to renew the same contract for another five years ending on June 30, 2026.

**Annual Commission to Cypress College:**

11.1% of all gross revenue from \$0 to \$500,000

14.1 % of all gross revenue from \$500,000 to \$3,000,000

15.1% of all gross revenue over \$3,000,000.

Guarantee Annual Income - 90% of previous year calculated commission

**Additional Payments above Commission:**

Annual Textbook Scholarship - \$10,000 per year when students return primarily on campus

Facility Investment – \$50,000

**One Time Payment upon Renewal:**

\$200,000

This agenda item was submitted by Alexander Porter, Cypress College Vice President, Administrative Services.

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** The vendor will be paying a commission to the campus.

**RECOMMENDATION:** Authorization is requested to approve the contract renewal with Follett Higher Education Group for management of the Cypress College Bookstore through June 30, 2026. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the renewal agreement on behalf of the District.

Fred Williams

Recommended by

  
Approved for Submittal

3.e

Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

Action     X      
Resolution             
Information             
Enclosure(s)           

**DATE:** March 8, 2022

**SUBJECT:** Fullerton College – Social Science  
Division Philosophy Department  
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 trip involves out-of-country travel:

- Instructor James Crippen, Fullerton College, Spring 2022, American Philosophical Association Pacific Division Conference, Vancouver, British Columbia, Canada on April 13-16, 2022.

The American Philosophical Association (APA) promotes the discipline and profession of philosophy, both within the academy and in the public arena. The APA supports the professional development of philosophers at all levels and works to foster greater understanding and appreciation of the value of philosophical inquiry. Attendance will expand knowledge in existing course improvement and develop abilities in the area of service learning which has direct application to area of instructor specialty.

This agenda item was submitted by Jorge Gamboa, Dean of Social Sciences, Fullerton College.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction 2) Employee Experience – NOCCCD will provide an inclusive, equitable, and welcoming environment to support the wellbeing and professional growth of all employees.

**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:** There will be no additional cost to the District. Faculty member expenses will be covered through Staff Development.

**RECOMMENDATION:** Authorization is requested to pre-approve out-of-country travel for James Crippen to Vancouver, British Columbia, Canada on April 13th through April 16<sup>th</sup> 2022.

Fred Williams

Recommended by

  
Approved for Submittal

3.f

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** March 8, 2022 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
**SUBJECT:** Friends of Fullerton College Foundation Enclosure(s) \_\_\_\_\_  
Request to Serve Alcoholic Beverages at  
a VIP Fundraiser

**BACKGROUND:** The Friends of Fullerton College Foundation (Foundation) proposes to host a VIP reception (for alumni, retired staff/ faculty, and past donors to Performing Arts scholarships at the College) before the March 12, 2022 Campus Theatre student production of “Hunchback” on the Fullerton College campus. The Foundation hopes this reception will be instrumental in raising new funds for the Performing Arts scholarships endowment.

The Foundation is requesting permission to serve alcoholic beverages, including beer and wine, to the guests. The Foundation will obtain all required permits including the City of Fullerton and the State of California Alcoholic Beverage Control approval. The Foundation will be responsible for all costs associated with the event, including insurance and permits.

This agenda item was submitted by Zoot Velasco, Executive Director, Friends of Fullerton College Foundation.

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

**How does this relate to Board Policy:** This item relates to Board Policy 3560 Alcoholic Beverages.

**FUNDING SOURCE AND FINANCIAL IMPACT:** None.

**RECOMMENDATION:** Authorization is requested to allow the Friends of Fullerton College Foundation to host a VIP Reception on March 12, 2022, at the Campus Theatre event “Hunchback” and serve alcoholic beverages to attendees.

Fred Williams

Recommended by

  
Approved for Submittal

3.g

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** March 8, 2022 Resolution             
**SUBJECT:** North Orange Continuing Education Information             
LinkedIn Learning Partnership Agreement Enclosure(s)           

**BACKGROUND:** North Orange Continuing Education is the fiscal agent for the Orange County Regional Work-Based Learning project funded by the Regional Strong Workforce Program funds. The project is a collaborative effort among all nine Orange County community colleges, NOCE, community partners, and employers engaged in developing a seamless platform to meet the needs of job seekers, employers, and the region.

LinkedIn Learning provides a unique online learning library with over 7,500 digital courses at no cost to students. They help prepare learners for industry recognized professional certification exams, employment skills, and enhances existing curriculum. It is accessible at any time on any device, can be linked to Canvas courses, provide student outcome data, and its exclusive linking ability to LinkedIn makes it a service that currently does not have equivalent competitors in the market. It will continue to provide the region an opportunity to develop Career Development and College Preparation (CDCP) noncredit courses and certificates, enhance credit career technical courses and programs, and better prepare our students for employment.

The Orange County Region has approved funding to enter into an agreement with LinkedIn Learning for Higher Education. This platform will help service up to 74,000 student's region-wide at a total cost of \$255,000 for the period of April 4, 2022-October 4, 2023.

This item was prepared by Raine Hambly, Director of Career Technical Education.

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

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 3280: Grants.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The contract and service is part of the Regional Strong Workforce Orange County Work-Based Learning project and paid for by the Regional Strong Workforce funds awarded to North Orange County Community College District, North Orange Continuing Education.

**RECOMMENDATION:** Authorization is requested to approve the contract with LinkedIn Learning in the amount of \$255,000 for the period of April 4, 2022-October 4, 2023. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

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Recommended by

*B. V. dist Bredm*

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Approved for Submittal

3.h.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

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

**DATE:** March 8, 2022

**SUBJECT:** Cypress College  
Curriculum Matters

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

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

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

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Campus General Fund.

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

Cherry Li-Bugg

Recommended by

  
Approved for Submittal

4.a.1

Item No.

# CYPRESS COLLEGE CURRICULUM

## Board Agenda

**March 8, 2022**

**(DCCC approved February 11, 2022)**

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
BIOL 103 C Environmental Science Units: 3 Lecture: 3 Laboratory: 0	*SAM Code updated from D to E.	45	Lecture/Discussion Class Size 45 •The primary mode of instruction is lecture and may include discussion and/or group learning. • Evaluation primarily through objective exams. • Writing assignments are assessed mostly for concepts and structure.	2022 Fall	SAM Code updated from D to E, previously board approved 11/9/2021.

NEW DEGREES/CERTIFICATES																																																
DEGREE		EFF DATE	JUSTIFICATION																																													
Foreign Language	<p><b>Foreign Language: Elementary Level Certificate</b> This program is designed for students seeking to learn a foreign language and expand their communicative abilities. Learning a foreign language enables students to make connections between cultures and language, and thereby gain an understanding of the importance of nuance in all types of communication. Such knowledge is acquired by putting into practice the linguistic and sociocultural competence they would gain from our program's courses. Students completing our program are better equipped to navigate the challenges of our multilingual and multicultural society. Completion of this certificate additionally provides the academic basis for further study at the intermediate level and is an initial milestone along the student's pathway to certificates, degrees, or transfer. All courses in this program meet transfer and degree requirements for Cypress College, CSU, and UC. To earn a certificate, complete the required courses as listed with a minimum grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 16 units.</p> <p><b>Required Core:</b> <b>Courses to be taken as a discipline group in the suggested sequence listed (10 units).</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 65%;"></th> <th style="width: 20%; text-align: center;">Units</th> </tr> </thead> <tbody> <tr> <td>CHIN101 C</td> <td>Elementary Chinese-Mandarin I</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td style="text-align: center;">and</td> <td></td> </tr> <tr> <td>CHIN102 C</td> <td>Elementary Chinese-Mandarin II</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td style="text-align: center;">or</td> <td></td> </tr> <tr> <td>FREN101 C</td> <td>Elementary French I</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td style="text-align: center;">and</td> <td></td> </tr> <tr> <td>FREN102 C</td> <td>Elementary French II</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td style="text-align: center;">or</td> <td></td> </tr> <tr> <td>JAPN101 C</td> <td>Elementary Japanese I</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td style="text-align: center;">and</td> <td></td> </tr> <tr> <td>JAPN102 C</td> <td>Elementary Japanese II</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td style="text-align: center;">or</td> <td></td> </tr> <tr> <td>SPAN101 C</td> <td>Elementary Spanish I</td> <td style="text-align: center;">5</td> </tr> <tr> <td></td> <td style="text-align: center;">and</td> <td></td> </tr> </tbody> </table>			Units	CHIN101 C	Elementary Chinese-Mandarin I	5		and		CHIN102 C	Elementary Chinese-Mandarin II	5		or		FREN101 C	Elementary French I	5		and		FREN102 C	Elementary French II	5		or		JAPN101 C	Elementary Japanese I	5		and		JAPN102 C	Elementary Japanese II	5		or		SPAN101 C	Elementary Spanish I	5		and		2022 Fall	Revised title to remove 'Achievement', previously board approved 11/9/2021.
		Units																																														
CHIN101 C	Elementary Chinese-Mandarin I	5																																														
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	or																																															
SPAN101 C	Elementary Spanish I	5																																														
	and																																															

**NEW DEGREES/CERTIFICATES**

DEGREE			EFF DATE	JUSTIFICATION
	SPAN102 C	Elementary Spanish II	5	
	<b>Electives:</b> <b>Select 6 units from the following courses.</b>			
			Units	
	CHIN100 C	Beginning Spoken Chinese	3	
	JAPN100 C	Spoken Japanese for Beginners	3	
	ANTH102 C	Cultural Anthropology	3	
	ANTH105 C	Introduction to Linguistic Anthropology	3	
	ART216 C	Latin American Art	3	
	COMM120 C	Intercultural Communication	3	
	ENGL223 C	World Literature to 1650	3	
	ETHS150 C	Introduction to Chicana-o-x Studies	3	
	ETHS170 C	Introduction to Asian Pacific American Studies	3	
	HIST110 C	Western Civilizations I	3	
	HIST112 C	World Civilizations I	3	
	HIST142 C	History of Latin America I	3	
	HIST160 C	Asian Civilizations I	3	
	LING 101 C	Introduction to Language	3	
	MAD110 C	Animation History and Technology	3	
	Total Units		16	
Foreign Language	<b>Foreign Language: Intermediate Level Certificate</b> This program is designed for students who wish to pursue advanced studies in their chosen foreign language. Students who complete this certificate will acquire intermediate to advanced reading, writing, listening, and speaking skills that enable them to communicate effectively in the target language in various academic and professional settings. They will have also successfully completed elementary and intermediate coursework in the target language, all of which fulfill the lower-division transfer and degree course requirements at CSU and UC. These two elements demonstrate an important milestone along the student's pathway to a foreign language degree, certificate or transfer. To earn a certificate, complete the required courses as listed with a minimum grade of C or better. At least 50% of all coursework must be completed at Cypress College. This certificate requires a total of 18-20 units.  <b>Required Core:</b> <b>Courses to be taken as a discipline group in the suggested sequence listed (13-14 units).</b>		2022 Fall	Revised title to remove 'Achievement', previously board approved 12/14/2021, effective Fall 2022.
			Units	
	CHIN 102 C	Elementary Chinese-Mandarin II	5	
		and		
	CHIN 203 C	Intermediate Chinese-Mandarin III	5	
		and		
	CHIN 204 C	Intermediate Chinese-Mandarin IV	4	
		or		
	FREN102 C	Elementary French II	5	
		and		
	FREN203 C	Intermediate French III	4	
		and		
	FREN204 C	Intermediate French IV	4	
		or		
	JAPN102 C	Elementary Japanese II	5	
		and		
	JAPN203 C	Intermediate Japanese III	4	
		and		

**NEW DEGREES/CERTIFICATES**

<b>DEGREE</b>			<b>EFF DATE</b>	<b>JUSTIFICATION</b>
	JAPN204 C	Intermediate Japanese IV	4	
	or			
	SPAN102 C	Elementary Spanish II	5	
	and			
	SPAN203 C	Intermediate Spanish III	4	
	and			
	SPAN204 C	Intermediate Spanish IV	4	
	<b>Electives:</b>			
	<b>Select 5-6 units from the following courses.</b>			
			Units	
	FREN200 C	Conversational French	2	
	JAPN200 C	Conversational Japanese	2	
	JAPN201 C	Study of Kanji	3	
	SPAN200 C	Conversational Spanish	2	
	ANTH102 C	Cultural Anthropology	3	
	ANTH105 C	Introduction to Linguistic Anthropology	3	
	ART216 C	Latin American Art	3	
	COMM120 C	Intercultural Communication	3	
	ENGL208 C	Asian American Literature	3	
	ENGL223 C	World Literature to 1650	3	
	ENGL250 C	Latino/a/x Literature	3	
	ETHS171 C	Asian Pacific American History	3	
	HIST111 C	Western Civilizations II	3	
	HIST113 C	World Civilizations II	3	
	HIST143 C	History of Latin America II	3	
	HIST161 C	Asian Civilizations II	3	
	HIST163 C	History of Mexico	3	
	LING 101 C	Introduction to Language	3	
	MAD110 C	Animation History and Technology	3	
	MAD192 C	Great Directors of Cinema	3	
	Total Units		18-20	



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** March 8, 2022

**SUBJECT:** Academic Personnel

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

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

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

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

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

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

Irma Ramos

\_\_\_\_\_  
Recommended by

*B. V. Dift Buhl*  
\_\_\_\_\_  
Approved for Submittal

5.a.1

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

Academic Personnel  
March 8, 2022

RETIREMENTS

Assef, Celia	FC	Cosmetology Instructor Eff. 05/22/2022 PN FCF653
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LEAVE OF ABSENCE

@00005567	CC	Faculty Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/07/2022-05/21/2022
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@01386311	FC	Faculty Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/01/2022-03/12/2022
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@01565952	CC	Faculty Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/01/2022-03/12/2022
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@01344777	CC	Faculty Family Medical Leave (FMLA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/07/2022-03/19/2022
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FACULTY SABBATICAL LEAVES

Borla, Linda	CC	Language Arts Instructor Eff. 2023 Spring Semester
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Burger, Markus	FC	Fine Arts Instructor Eff. 2022/2023 Academic Year
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Chiplunkar, Sujata	CC	Biology Instructor Eff. 2023 Spring Semester
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Claassen, Mareike	FC	Math Instructor Eff. 2022 Fall Semester
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Academic Personnel  
March 8, 2022

Cobbler, Timothy	FC	Math Instructor Eff. 2022/2023 Academic Year
Debin, Megan	FC	Fine Arts Instructor Eff. 2023 Spring Semester
Gonzalez, Amber	FC	Ethnic Studies Professor Eff. 2022/2023 Academic Year
Gregorio, Aline	FC	Geography Instructor Eff. 2022 Fall Semester
Grote, Silvie	CC	Kinesiology Instructor Eff. 2022/2023 Academic Year
Kirby, Brendon	FC	Welding Instructor Eff. 2022/2023 Academic Year
Palmisano, Michelle	CC	Biology Instructor Eff. 2023 Spring Semester
Thibodeau, Jason	CC	Philosophy Instructor Eff. 2022 Fall Semester

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Azarcon, Cynthia	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Billiter, Laura	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Carson, Gerald	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Croteau, Ronald	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Filloy, Eileen	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022

Academic Personnel  
March 8, 2022

FitzMaurice, Hillary	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Gray, Richard Christopher	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Hasan, Fouton	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Hong, Song	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Howie, Sherri	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Hug, Daniel	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Jimenez, Alvin	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Kahlon, Harinder	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Khan, Nadia	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Khssassi, Zineb	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Kim, Caroline	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022

Academic Personnel  
March 8, 2022

Kunimoto, Trisha	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Lewis, Waymon Wayne	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Moore, Catherine	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Murillo, Sandra	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Nguyen, Sophie	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Pabla, Hardeep	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Peterson, Lucas	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Rezai, Maryam	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Sahakian, Souzan	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Santostefano, Michela	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Sersea, Loan Elvis	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022

Academic Personnel  
March 8, 2022

Smith, Marlo	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Stasiuk, Pedro	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022
Usary, Danny	NOCE	EL Civics Remote Testing Training Stipend not to exceed \$50.00 Eff. 03/25/2022

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** March 8, 2022 Resolution \_\_\_\_\_  
**SUBJECT:** Classified Personnel Information \_\_\_\_\_  
Enclosure(s) X

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

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

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

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

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

Irma Ramos

Recommended by

*B. V. Dipt Buhl*  
Approved for Submittal

5.b.1

Item No.

Classified Personnel  
March 8, 2022

RESIGNATION

Diaz, Hector	CC	Facilities Custodian I 12-month position (100%) Eff. 03/04/2022 PN CCC869
Ellison, Angela	CC	Instructional Assistant 11-month position (50%) Eff. 06/30/2022 PN CCC683
Flores, Stephanie	CC	Special Projects Manager, Dual Enrollment Temporary Management Position (100%) Eff. 03/31/2022 PN CCT725
Johnston, Hei Yung	CC	Accounting Technician 12-month position (100%) Eff. 03/08/2022 PN CCC743
Sagal, Caroline	FC	Administrative Assistant II 12-month position (100%) Eff. 03/04/2022 PN FCC579

NEW PERSONNEL

Lopez, Adam	FC	Facilities Custodian II 12-month position (100%) Range 28, Step E Classified Salary Schedule Eff. 04/01/2022 PN FCC664
Luque, Ivan	CC	Library Assistant II 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 04/01/2022 PN CCC963



REHIRES

Jaimes Davila, Selina	CC	Special Projects Coordinator, Charger Experience Temporary Management Position (100%) Range 1. Special Project Admin Daily Rate Schedule Eff. 07/01/2022 – 06/30/2023 PN CCT720
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VOLUNTARY CHANGES IN ASSIGNMENT

Park, A Hang	CC	Accounting Technician (100%)  Temporary Decrease in Percent Employed From: 100% To: 80% Eff. 01/01/2022 – 03/31/2022
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Wilson, Brandi	FC	Administrative Assistant II (100%)  Temporary Change in Assignment To: Administrative Assistant III 12-month position (100%) Range 41, Step D Classified Salary Schedule Eff. 03/15/2022 – 06/30/2022 Eff. 07/01/2022 – 02/28/2023
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LEAVES OF ABSENCE

@01405936	NOCE	Administrative Assistant II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/27/2022 (8 hours); 02/03/2022 (4 hours); 02/10/2022 – 02/11/2022 (16 hours)
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@01322148	FC	Special Project Director, UMOJA (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/24/2022 – 01/28/2021 (40 hours)
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@01827224	FC	Administrative Assistant II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/12/2022 – 01/20/2021 (56 hours)
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Classified Personnel  
March 8, 2022

@01689649                      FC                      HVAC Mechanic I (100%)  
SB 114 (SPSL)  
Paid Leave Using Supplemental Paid Sick Leave  
Eff. 01/08/2022 – 01/28/2021 (72 hours)

@01458410                      FC                      Facilities Custodian I (100%)  
SB 95 (SPSL)  
Paid Leave Using Supplemental Paid Sick Leave  
Eff. 09/17/2021 (8 hours)

@00534385                      FC                      Care Program Coordinator (100%)  
SB 114 (SPSL)  
Paid Leave Using Supplemental Paid Sick Leave  
Eff. 01/25/2022 – 01/28/2021 (27 hours)

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** March 8, 2022

**SUBJECT:** Professional Experts

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

**BACKGROUND:** Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

  
Approved for Submittal

5.c.1

Item No.

Professional Experts  
March 8, 2022

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Bauer, Jill	CC	Technical Expert II	Chair, Accreditation Steering Committee	10	02/25/2022	06/30/2022
Bermejo, Jose	FC	Project Expert	In-Reach Student Engagement	26	01/16/2022	06/30/2022
Bernales, Irma	NOCE	Project Coordinator	Translator and Bilingual Outreach Assistant	22	01/26/2022	03/18/2022
Bernales, Irma	NOCE	Project Coordinator	Translator and Bilingual Outreach Assistant	22	03/28/2022	06/03/2022
Carey, Michael	CC	Project Expert	Cybersecurity College Program Leader	26	02/23/2022	06/30/2022
De La Cruz, Yadira	FC	Project Coordinator	Project Coordinator – Contact Tracer	26	02/15/2022	06/30/2022
Debin, Megan	FC	Technical Expert II	Distance Education Division Representative	20	02/07/2022	05/21/2022
Edwards, Arnette	FC	Technical Expert II	Distance Education Division Representative	20	02/07/2022	05/21/2022
Encinas Gutierrez, Diana	NOCE	Project Expert	Basic Skills Retention, Outreach, and Enrollment Recovery Support	26	03/01/2022	06/30/2022
Gallegos, David	FC	Technical Expert II	POS System Technical Expert for Cosmetology	26	01/06/2022	04/23/2022
Harless, Heather	FC	Project Manager	Lighting Designer	18	03/28/2022	04/30/2022
Johnson, David	CC	Project Expert	Cybersecurity College Program Leader	26	02/23/2022	06/30/2022
Landeros, Antonio	CC	Project Expert	Cybersecurity College Program Leader	26	02/23/2022	06/30/2022
Loaeza Torre, Guadalupe	NOCE	Project Expert	Outreach Support	12	02/07/2022	03/18/2022
Mande, Anupama	FC	Technical Expert II	Distance Education Division Representative	20	02/07/2022	05/21/2022
Nguyen, Taylor	CC	Project Expert	Cybersecurity College Program Leader	26	02/23/2022	06/30/2022
Okonyan, Stefani	FC	Technical Expert II	Starfish Spring 2022 Pilot Faculty Group	5	01/03/2022	01/31/2022
Sheil, Sean	FC	Technical Expert II	Curriculum Technical Development and Processing	10	02/01/2022	05/21/2022
Sothorn, John	FC	Assistant Coach 5	Assistant Coach – Baseball	26	02/14/2022	05/20/2022

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** March 8, 2022

**SUBJECT:** Hourly Personnel

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

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

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

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

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

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

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

Irma Ramos

\_\_\_\_\_  
Recommended by

*B. V. Dipt Bredel*  
\_\_\_\_\_  
Approved for Submittal

5.d.1

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

Hourly Personnel  
 March 8, 2022

Short-Term Hourly

<b>Name</b>	<b>Site</b>	<b>Title and Description of Service</b>	<b>Begin</b>	<b>End</b>	<b>Grade/Step</b>
Asoau, Lelani	FC	Technical - Assist in Counseling Department	03/09/22	05/28/22	TE A 1
Beres, Daniella	CC	Technical - Assist in Financial Aid office	03/09/22	06/08/22	TE A 2
Duran, Elena	FC	Paraprof - On-call theater crew for campus/rental productions	03/09/22	06/30/22	TE A 1
Navarro, Michelle	CC	Direct Instr Support - Athletic Program Assistant - Success Center	03/09/22	06/30/22	TE I 3
So, Aaron	FC	Technical – Assist in Academic Computing	03/14/22	06/11/22	TE B 1
Uribe, Angel	CC	Paraprof - Assist in Campus Communications office	03/29/22	06/27/22	TE A 3
Viveros, Emily	FC	Paraprof - On-call theater crew for campus/rental productions	03/08/22	06/30/22	TE A 1

Full Time Students and Work Study

<b>Name</b>	<b>Site</b>	<b>Title and Description of Service</b>	<b>Begin</b>	<b>End</b>	<b>Grade/Step</b>
Lopez, Daniel	CC	Work Study Student - Assist with Peer Mentorship program	03/09/22	05/20/22	TE A 1
Macias-Jacinto, Claudia	CC	Full-time Student - Assist in Grads-to-Be program	03/09/22	06/15/22	TE A 2
Stauffer, Robert	FC	Full-time Student - Assist in the Music Lab	03/09/22	06/30/22	TE A 1

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** March 8, 2022

**SUBJECT:** Volunteers

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

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

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

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

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

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

Irma Ramos

Recommended by

  
Approved for Submittal

5.e.1

Item No.

Volunteer Personnel  
March 08, 2022

<b>Name</b>	<b>Site</b>	<b>Program</b>	<b>Begin</b>	<b>End</b>
Cameron, Jeffrey	FC	Physical Education - Athletic Training	03/08/22	06/30/22
Cisneros, Fidencio	FC	Physical Education - Athletic Training	03/08/22	05/21/22
Guillermety, Raquel	FC	Physical Education - Athletic Training	03/22/22	04/22/22
Hernandez, Bryan	NOCE	DSS - Personal Services Assistant	02/09/22	05/27/22
Knox, Clifton	CC	Intern for EOPS	03/09/22	05/20/22



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** March 8, 2022

**SUBJECT:** 2022 District Legislative Priorities

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

**BACKGROUND:** Each school year, the North Orange County Community College District crafts state and federal legislative priorities in order to direct advocacy efforts for the District and campuses. With the help of lobbyists Nossaman LLP, members of Chancellor’s Staff meet each year to discuss emerging legislative issues that affect our students, staff and community.

Identified legislative priorities address critical needs in the areas of workforce, college readiness, transfer and articulation, financial aid, student success and basic needs, inclusion of noncredit students in appropriate initiatives, as well as general considerations that affect higher education appropriations. The goal is to maximize opportunities for student success, and position NOCCCD to better serve the existing and future workforce needs of the community it serves.

For 2022, Chancellor’s Staff has identified the following state and federal legislative priorities:

## State Legislative Priorities

- Workforce Training
- Basic Needs
- Diversity, Equity, Inclusion, and Anti-Racism (DEIA)
- Adult Education/Noncredit
- Support for Technology Modernization

## Federal Legislative Priorities

- Financial Aid
- Support for Technology Modernization
- Cybersecurity

These priorities are not meant to be all-inclusive, and NOCCCD retains the right to advocate on behalf of or in opposition to other areas of legislation or specific bills as they arise through the legislative session. If the Board of Trustees wishes to take a unified position on specific bills during the session, a separate agenda item will be crafted and subsequently voted on as a resolution.

This agenda item was written by Kai Stearns, District Director, Public & Governmental Affairs.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction 4) Collective Impact and Partnerships – Goal 3) The District will advocate at the state and national levels for legislation that supports student experience and success.

**How does this relate to Board Policy:** This item is in accordance with: BP 1001, District Mission, Vision, & Values Statements; *The mission of the North Orange County Community College District is to serve and enrich our diverse communities by providing a comprehensive program of educational opportunities that are accessible, relevant, and academically excellent. We are unequivocally committed to student success and lifelong learning.* BP 2430, Delegation of Authority to Chancellor; *The Chancellor is empowered to reasonably interpret board policy. In situations where there is no board policy direction, the Chancellor shall have the power to act, but such decisions shall be subject to review by the Board.* BP 2716, Political Activity; *Initiative or referendum measures may be drafted on an area of legitimate interest to the District. The Board may by resolution express the Board’s position on ballot measures.*

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

**RECOMMENDATION:** It is recommended that the Board adopt the recommended state and federal legislative priorities for 2022 and empower the Chancellor of the North Orange County Community College District to advocate for the interests of the students, staff, and faculty of the District on behalf of the Board.

Byron D. Clift Breland  
Recommended by

  
Approved for Submittal

6.a.2  
Item No.

# North Orange County Community College District

## 2022 State Legislative Priorities

The North Orange County Community College District has identified five critically important state legislative priorities to focus advocacy efforts on for 2022. Each priority has been carefully chosen to focus on results that will support the District's student population, staff, faculty, and long-term sustainability. These priorities allow staff and the District's advocates in Sacramento to act expeditiously on key state issues that impact the District and the students we serve; however, this is not an all-inclusive list of the issues the District will engage in and advocate on.

1. **Workforce Training:** California Community Colleges will play a key role in the State's economic recovery needed due to the COVID-19 pandemic impacts. The truth is, CCC's have always played a significant role in the economic health and wellbeing of our state. CCC's are the State's job training providers. We partner with K-12 districts, universities, and industry to provide career ladder opportunities that are in direct response to the current labor market needs. It is vital that the State continues investments in the Strong Workforce Program, Guided Pathways, and Career Education, as we stand ready to partner with the State and ensure our students are trained, retrained, and prepared for the labor industries that are growing in our region. The District strongly supports ongoing investments and policies that support the CCCs in preparing our students for the workforce.
2. **Basic Needs:** Student success is directly impacted by their access to basic needs, such as food, housing, technology, transportation, childcare, and mental health services. The COVID-19 pandemic has increased the demand for these services to be provided to our students. The District strongly supports any policy and/or budget related efforts aimed at increasing CCC students' ability to access basic needs and mental health services. Efforts on these issues are underway through proposed policy changes by the California Community Colleges Chief Executive Officer's (CEOCCC) Affordability Housing and Food Insecurity Taskforce created in 2018. The District strongly supports the recommendations of the Taskforce.
3. **Diversity, Equity, Inclusion, and Anti-Racism (DEIA):** The District is committed to DEIA initiatives with the goal of developing an intercultural proficient community of students, faculty, and staff. During these challenging times of racial tension across the Country, the District supports policies that systemically challenge racism, and further promote diversity, equity, and inclusion efforts for CCCs.
4. **Adult Education/Noncredit:** The District has one of the largest noncredit centers in California. The North Orange Continuing Education (NOCE) serves over 25,000 students a year through such programs as high school diploma, English as a second language, parenting, and career certification classes. The COVID-19 pandemic exacerbated the already disproportionate impact on noncredit students and resulted in significant declines in noncredit enrollment. Historically, there have been several examples of statewide community college initiatives implemented that have not adequately considered the special administration challenges inherent to noncredit education, even when that inclusion would have been a valuable addition to the initiative. The District will continue to advocate for equitable legislative and regulatory consideration for noncredit students and programs, including how the California Adult Education Program (CAEP) funding is disbursed, to ensure the community is being served to the fullest extent possible. The District supports the continued reporting of annual FTES using the emergency condition provision through the end of 2025. The District supports noncredit programs preserving the same level of access to all eligible funding sources, including California Adult Education Program, Strong Workforce Program, and Student Equity and Achievement Program.

5. **Support for Technology Modernization:** The California Community College system has seen a significant decline in enrollment due to the COVID-19 pandemic, and the shift from in-person courses to online and distance learning. While the District has taken extraordinary measures to ensure students have the resources they need to be successful with distance learning, we understand that the digital divide makes accessing remote courses and student services harder for certain underprivileged students. The District supports policies and resources that assist students with digital literacy to ensure they can be successful in an online learning format. The District supports state policies and financial resources to provide students with access to technology they need to succeed in a distance or online learning format, including access to broadband, computers, and software. The District supports the need for resources for colleges to successfully transition courses to online and distance platforms, including the need for professional development, training, and technology support for staff.

DRAFT

# North Orange County Community College District

## 2022 Federal Legislative Priorities

The North Orange County Community College District has identified three critically important federal legislative priorities to focus advocacy efforts on for 2022. Each priority has been carefully chosen to focus on results that will support the District's student population, staff, faculty, and long-term sustainability. These priorities allow staff and the District's advocates in Washington, D.C. to act expeditiously on key federal issues that impact the District and the students we serve; however, this is not an all-inclusive list of the issues the District will engage in and advocate on.

- 1. *Financial Aid:*** Federal financial aid consists of student loans and need-based financial aid, such as the Pell Grant, Supplemental Educational Opportunity Grants (SEOG), and Federal Work-Study. With a new federal Administration, we anticipate significant changes to federal financial aid, including increased student aid support through efforts to make community college free for students, as well as policy changes related to accreditation, regulation reform, student loans, and additional transparency. It is important during these policy debates that any changes to law reflect the diverse student population and interests of our students. Specifically, the financial aid needs in California versus other states. The cost to attend Community College in California does not stop with fees; but rather encompasses all of the support needed to ensure access and success in a student's ability to achieve their educational goals. Support services such as transportation, childcare, textbooks, housing and food are key to the success of our students. The District will advocate to ensure all students, both noncredit and credit, are able to access federal emergency grants and/or resources related to the COVID-19 pandemic or otherwise. The District supports additional resources to lessen and/or eliminate the cost for students to attend community college in California.
- 2. *Support for Technology Modernization:*** The California Community College system has seen a significant decline in enrollment due to the COVID-19 pandemic, and the shift from in-person courses to online and distance learning. While the District has taken extraordinary measures to ensure students have the resources they need to be successful with distance learning, we understand it's just not for every student. The District supports policies and resources that assist students with digital literacy to ensure they can be successful in an online learning format. The District supports federal policies and financial resources to provide students with access to technology they need to succeed in a distance or online learning format, including access to broadband, computers, and software. The District supports the need for resources for colleges to successfully transition courses to online and distance platforms, including the need for professional development, training, and technology support for staff.
- 3. *Cybersecurity:*** Recent enactment of federal laws have provided an opportunity for state and local governments to conduct cyber vulnerability assessments. The federal funds will be in the form of grants and are for assessing cyber vulnerabilities. The District will engage on cybersecurity as a topic of interest given the amount of sensitive personal information the District has on its students and the vital role that the District plays in educating and developing the workforce in the County.

In addition, the recent enactment of cybersecurity laws impacting primary education (i.e., K-12) will allow the District to seek additional federal, state, and local investment in cybersecurity. Given the increase in ransomware attacks, including on public school systems, with the District possessing financial aid information there must be adequate investment in cybersecurity. Lastly, the need to have an auditable and secure system to verify student enrollments and corresponding financial and sensitive personal information is critical. The District support policies and resources to implement safe cybersecurity measures.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
<b>DATE:</b>	March 8, 2022	Resolution	_____
<b>SUBJECT:</b>	Revised Administrative Procedures in Chapter 4	Information	X
		Enclosure(s)	X

**BACKGROUND:** AP 7230-6, Confidential Employees – Professional Growth & Development Program and AP 7240-6, Management Employees – Professional Growth & Development Program were both revised to reflect changes related to “Earned Doctorate” language based on the Side Letters of Understanding between the District and the Confidentials group and the District Management Association in 2021.

The District Consultation Council reviewed, discussed, and reached consensus on the noted Administrative Procedures on February 28, 2022.

The approved procedures are provided to the Board as information in compliance with Board Policy 2410, Board Policies and Administrative Procedures.

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

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

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

**RECOMMENDATION:** It is recommended that the Board receive as information revised AP 7230-6 and AP 7240-6.

Byron D. Clift Breland  
Recommended by

  
Approved for Submittal

6.b.1  
Item No.

## **AP 7230-6 Confidential Employees – Professional Growth and Development Program**

Reference:

**Education Code Sections 87150 et seq.;**  
**ACCJC Accreditation Standard III.A.14**

- 1.0 The District has established a program of professional growth incentives for confidential employees to encourage them to strengthen their roles as productive members of the District and the community.
- 2.0 **Professional Growth Increment**
  - 2.1 An increment for professional growth shall be earned upon verification of completion of nine (9) semester units of approved course work or equivalent unit work. Six (6) of the nine (9) units must be from course work or equivalent unit work specifically related to the confidential employee's work assignment. A maximum of three (3) units may be granted for elective course work or equivalent unit work considered cultural enrichment.
    - 2.1.2 For each professional growth increment, the confidential employee shall be paid a stipend in the amount of \$400 per fiscal year. The stipend shall be divided by the number of months employed and distributed on a monthly basis.
    - 2.1.3 The increment shall be prorated by percent of employment.
  - 2.2 Allowable Credit
    - 2.2.1 Course work must be taken at an accredited community college, college, or university listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. Course work must be completed with a minimum grade of "C"; if letter grades are not given, documented evidence of satisfactory completion acceptable to the District is required.
    - 2.2.2 One (1) equivalent unit of credit may be granted for an accumulated total of eighteen (18) hours of verified attendance and satisfactory completion in an approved adult education or professional development program.
    - 2.2.3 All credit will be equated in semester hours. Quarter hours will be translated into semester hours.
    - 2.2.4 Course work applied to the professional growth increment must be earned during the course of employment with the District as a confidential employee.
  - 2.3 Limitations

## **AP 7230-6 Confidential Employees – Professional Growth and Development Program**

- 2.3.1 The total number of increments that can be earned and accumulated is five (5), except as provided in Section 2.3.3.
- 2.3.2 A maximum of two (2) additional increments may be approved for payment in any one fiscal year.
- 2.3.3 Effective July 1, 2018, a sixth increment shall be awarded for completion of a Bachelor or Master degree earned.
- 2.3.4 Credit toward the professional growth increment will not be allowed for the following:
  - 2.3.4.1 Activities for which the confidential employee has not obtained prior approval.
  - 2.3.4.2 Activities that are attended during the confidential employee's regular work schedule.
  - 2.3.4.3 Activities that are part of the confidential employee's responsibilities and are scheduled outside of the regular work schedule.
  - 2.3.4.4 Attendance at District-sponsored, in-service training programs conducted during the regular work schedule.
  - 2.3.4.5 Activities that are paid by the District or for which the confidential employee is reimbursed by the District.
  - 2.3.4.6 Units earned through "credit by examination."

### **3.0 Earned Doctorate:**

- 3.1 Upon verification of the award of an earned doctorate or LLB/JD degree, a confidential employee shall be eligible to receive a stipend in the amount of \$3,500 per fiscal year.
  - 3.1.1 The stipend shall be prorated by percent of employment.
  - 3.1.2 The stipend will be paid in lieu of any professional growth increments for which the confidential employee may be eligible.
- 3.2 The degree must be awarded by an accredited institution listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. The LLB/JD degree must have been received on the basis of a four (4) year baccalaureate degree from an accredited institution, as provided above, and three (3) years of graduate law school.



## **AP 7230-6 Confidential Employees – Professional Growth and Development Program**

3.3 The doctoral stipend will become effective the first date of the month following Board of Trustees approval. The doctoral stipend will be prorated based on the number of remaining months in the fiscal year.

### **4.0 Application Procedure**

4.1 Prior to enrollment in a course or program, the confidential employee must submit a Request for Course Approval form to the Vice Chancellor of Human Resources or designee, who shall evaluate the request and inform the employee whether the proposed activity is acceptable. Approval of a request guarantees that upon satisfactory completion, the proposed activity will apply toward the professional growth increment.

4.2 It is the responsibility of the confidential employee to apply for professional growth and development credit and to verify completion of work by submitting an official transcript or other documented evidence of satisfactory completion acceptable to the District.

4.3 Application for professional growth and development credit and verification of completion of units and degrees must be submitted to the Vice Chancellor of Human Resources or designee not later than June 30 for the stipend to become effective for the following fiscal year.

4.4 Stipends will become effective at the start of the next fiscal year. Stipends will not be implemented during the fiscal year.

**Date of Adoption:** March 25, 2008

**Date of Last Revision:** February 28, 2022 District Consultation Council  
November 26, 2018 District Consultation Council

## **AP 7240-6 Management Employees – Professional Growth and Development Program**

Reference:

**Education Code Sections 87150 et seq.;**  
**ACCJC Accreditation Standard III.A.14**

- 1.0 The District has established a program of professional growth incentives for management employees to encourage them to strengthen their roles as productive members of the District and the community.
- 2.0 **Eligibility:** Regular (nontemporary) management employees are eligible to participate in the professional growth and development program. Executive Officers and temporary management employees are not eligible to participate in the program.
- 3.0 **Professional Growth Increment:**
  - 3.1 Management employees who do not qualify for the earned doctoral stipend as provided in section 4.0, below, may earn up to five (5) professional growth increments.
    - 3.1.1 An increment for professional growth shall be earned upon verification of completion of nine (9) semester units of approved course work or equivalent unit work. Six (6) of the nine (9) units must be from course work or equivalent unit work specifically related to the management employee's work assignment. A maximum of three (3) units may be granted for elective course work or equivalent unit work considered cultural enrichment.
    - 3.1.2 For each professional growth increment, the employee shall be paid a stipend in the amount of \$400 per fiscal year, prorated by percent of employment.
  - 3.2 Allowable Credit
    - 3.2.1 Course work must be taken at an accredited community college, college, or university listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. Course work must be completed with a minimum grade of "C"; if letter grades are not given, documented evidence of satisfactory completion acceptable to the District is required.
    - 3.2.2 One (1) equivalent unit of credit may be granted for an accumulated total of eighteen (18) hours of verified attendance and satisfactory completion in an approved adult education or professional development program.
    - 3.2.3 All credit will be equated in semester hours. Quarter hours will be translated into semester hours.

## **AP 7240-6 Management Employees – Professional Growth and Development Program**

3.2.4 Course work applied to the professional growth increment must be earned during the course of employment with the District as a management employee.

### 3.3 Limitations

3.3.1 The total number of increments that can be earned and accumulated is five (5).

3.3.2 A maximum of two (2) increments may be approved for payment in any one fiscal year.

3.3.3 Credit toward the professional growth increment will not be allowed for the following:

3.3.3.1 Activities for which the management employee has not obtained prior approval.

3.3.3.2 Activities that are attended during the management employee's regular work schedule.

3.3.3.3 Activities that are part of the management employee's responsibilities and are scheduled outside of the regular work schedule.

3.3.3.4 Attendance at District-sponsored, in-service training programs conducted during the regular work schedule.

3.3.3.5 Activities that are paid by the District or for which the management employee is reimbursed by the District.

3.3.3.6 Units earned through "credit by examination."

### 3.4 Application Procedure

3.4.1 Prior to enrollment in a course or program, the management employee must submit a *Request for Course Approval* form to the College President/Provost or designee, who shall evaluate the request and inform the employee whether the proposed activity is acceptable. Approval of a request guarantees that upon satisfactory completion, the proposed activity will apply toward the professional growth increment.

3.4.2 It is the responsibility of the management employee to apply for professional growth and development credit and to verify completion of work by submitting an official transcript or other documented evidence of satisfactory completion acceptable to the District.

## **AP 7240-6 Management Employees – Professional Growth and Development Program**

- 3.4.3 Application for professional growth and development credit and verification of completion of units and degrees must be submitted to the Vice Chancellor of Human Resources or designee not later than June 30 for the stipend to become effective for the following fiscal year.
- 3.4.4 The stipend for a professional growth increment will become effective at the start of the fiscal year immediately following the fiscal year in which the requirement for the award of the stipend are completed. The stipends will not be implemented during the fiscal year.

### **4.0 Earned Doctorate:**

- 4.1 Upon verification of the award of an earned doctorate or LLB/JD degree, a management employee shall be eligible to receive a stipend in the amount of \$3,500 per fiscal year.
  - 4.1.1 The stipend shall be prorated by percent of employment.
  - 4.1.2 The stipend will be paid in lieu of any professional growth increments for which the employee may be eligible.
- 4.2 The degree must be awarded by an accredited institution listed in the directory of Accredited Institutions of Postsecondary Education, published for the Council of Postsecondary Accreditation by the American Council on Education. The LLB/JD degree must have been received on the basis of a four (4) year baccalaureate degree from an accredited institution, as provided above, and three (3) years of graduate law school.
- 4.3 The doctoral stipend will become effective the first date of the month following Board of Trustees approval. The doctoral stipend will be prorated based on the number of remaining months in the fiscal year.

**Date of Adoption:** May 27, 2008

**Date of Last Revision:** February 28, 2022 District Consultation Council  
November 26, 2018 District Consultation Council

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** March 8, 2022  
**SUBJECT:** Future Board Agenda Items

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

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

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

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

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

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

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

Byron D. Clift Breland  
Recommended by

  
Approved for Submittal

6.c  
Item No.

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

February 22, 2022

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, February 22, 2022, at 5:30 p.m. in the Anaheim Campus Board Room with a YouTube livestream broadcast.

Board President Jacqueline Rodarte called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

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

**RESOURCE PERSONNEL PRESENT:** Fred Williams, Vice Chancellor, Finance & Facilities; Gil Contreras, Interim President, Fullerton College; JoAnna Schilling, President, Cypress College; Martha Gutierrez, Vice President of Student Services, North Orange Continuing Education; Raine Hambly, representing the District Management Association; Christie Diep, representing United Faculty; Pamela Spence, representing CSEA; and Alba Recinos, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Rod Garcia and Jose Ramon Nuñez from Fullerton College and Simone Brown-Thunder, Danielle Davy, Devin Griffin, Chelsea Salisbury, Kashu Vyas, and Rick Williams from the District Office.

**VISITORS:** Public participation was provided via YouTube livestream.

**COMMENTS: MEMBERS OF THE AUDIENCE:** No comments were received.

Board President Jacqueline Rodarte announced changes to the order of Board meetings that were developed by the Board during their last retreat in order to improve the flow of meetings while also allowing input and discussion. At this time only the portion pertaining to the Board Resource Table comments of the revised protocols has been implemented, the changes related to public comments will be incorporated at the next Board meeting.

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

Finance & Facilities: 3.a, 3.b, 3.c, 3.d, 3.e, 3.f, 3.g, 3.h, 3.i

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

**BLOCK VOTE APPROVAL OF PERSONNEL ITEMS:** It was moved by Trustee Barbara Dunsheath and seconded by Trustee Evangelina Rosales that the following personnel items be approved by block vote:

Human Resources: 4.a, 4.b, 4.c, 4.d, 4.e

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

**CHANCELLOR'S REPORT:** Vice Chancellor Fred Williams provided a report on behalf of Chancellor Byron D. Clift Breland noting the opportunities for California community colleges in the 2022 State Budget that includes financial aid reform, student success and completion grants, part-time faculty health insurance, enrollment growth, and COLA increases. He deemed the overall budget as generous and one that recognizes that community colleges will be at the center of the State's recovery efforts.

The Chancellor highlighted that enrollment for community college students remains down across the country with California community colleges having lost over 300,000 students—with enrollment dipping below 2 million students for the first time in three decades—from a combination of factors including the pandemic, demographic changes, the availability of jobs, and declining K-12 enrollment. He shared that the State Chancellor's Office will release an enrollment impact report that he will share in order to help the District rethink its enrollment strategies to better serve working adults, the changed needs of students, and to find the optimal balance between serving students in this new environment while finding a work-life balance for staff.

**MINUTES:** It was moved by Trustee Barbara Dunsheath and seconded by Trustee Evangelina Rosales to approve the Minutes of the Regular Meeting of February 8, 2022 with the noted correction to Trustee Evangelina Rosales' comments on page 234. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes.**

## **FINANCE & FACILITIES**

**Item 3.a:** By block vote, authorization was granted to enter into an agreement with Eide Bailly, LLP for the District's 2021-22 through 2025-26 audits for a combined fee of \$125,300 for 2021-22, \$129,800 for 2022-23, \$133,500 for 2023-24, \$137,500 for 2024-25, and \$140,900 for 2025-26. For the 2021-22 District audit, additional fees associated with auditing federal compliance under the Higher Education Emergency Relief Fund will be in an amount not to exceed \$7,500.

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

**Item 3.b:** By block vote, authorization was granted for nonresident tuition fee for the 2022-23 school year for the North Orange County Community College District be set at \$290 per unit with an additional charge for capital outlay of \$55 per unit. This results in \$14 per-unit increase effective for all course terms beginning or ending on or after July 1, 2022.

**Item 3.c:** By block vote, authorization was granted to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus

items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

**Item 3.d:** By block vote, authorization was granted to enter into an agreement in the amount of \$164,158.20 with Illuminart Group to furnish and install ten (10) electric vehicle charging stations at the Anaheim Campus.

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

**Item 3.e:** By block vote, authorization was granted to amend SVA Architect's contract for Architectural Services for the 1st Floor Water Intrusion Remediation Project at the Anaheim Campus and increase the contract amount for Preliminary Plans by \$31,880 from \$287,370 to \$319,250. The term of the agreement shall remain the same.

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

**Item 3.f:** By block vote, authorization was granted to submit the revised FPP Fullerton College 300 building, including seismic upgrades, using Measure J funding and, if approved, state matched funding.

**Item 3.g:** By block vote, authorization was granted to award Bid #2122-14, Fullerton College Meter Replacement to Case & Sons Construction, Inc. in the amount of \$813,700 including an allowance of \$20,000.

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

**Item 3.h:** By block vote, authorization was granted to file the Notice of Completion for Bid #1718-13, Fullerton College Central Plant Expansion Project with BNBuilders, Inc. and pay the final retention payment when due.

**Item 3.i:** By block vote, retroactive authorization was granted to enter into a one-year lease agreement from February 1, 2022, through January 31, 2023 with Anaheim Place Partners, LP, at 505 N. Euclid Avenue, (2nd Floor), Anaheim CA 92801 for a total of \$120,744 to house the California Adult Education Program (CAEP) personnel and serve as the regional center.

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

## **HUMAN RESOURCES**

**Item 4.a:** By block vote, authorization was granted for the following academic personnel matters, which are within budget:

### NEW PERSONNEL

Yamashiro, Connie	FC	Director, Student Development & Engagement 12-month Position (100%) Range 16, Column E + Doctorate
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Management Salary Schedule  
 Eff. 03/15/2022  
 PN FCM941

LEAVE OF ABSENCE

@00874209	CC	Faculty AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/31/2022-04/25/2022
@01742083	FC	Faculty Family Medical Leave (FMLA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/11/2022-04/20/2022
@00010022	NOCE	Noncredit Faculty Personal Leave Without Pay (100%) Eff. 02/14/2022-02/25/2022
Bianchino, Annie	FC	Chemistry Instructor Load Banking Leave With Pay (3.33%) Eff. 2022 Spring Semester
Cadilli, Jolina	CC	Mathematics Instructor Load Banking Leave With Pay (26.67%) Eff. 2022 Spring Semester
Crippen, James	FC	Philosophy Instructor Change in Load Banking Leave With Pay From: 80% To: 100% Eff. 2022 Spring Semester
Fernandez, Christopher	CC	Chemistry Instructor Load Banking Leave With Pay (1.67%) Eff. 2022 Spring Semester
Henke, William	FC	Art Instructor Change in Load Banking Leave With Pay From: 66.67% To: 56.67% Eff. 2022 Spring Semester
Paige, Deborah	FC	English Instructor Change in Load Banking Leave With Pay From: 20% To: 46.67% Eff. 2022 Spring Semester

Plett, Christina	CC	Mathematics Instructor Load Banking Leave With Pay (6.67%) Eff. 2022 Spring Semester
Shrout, Cynthia	CC	Mathematics Instructor Load Banking Leave With Pay (13.33%) Eff. 2022 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 SPRING SEMESTER

Bruno, Nicholas	CC	Column 1, Step 1
Cretney Petersen, Carly	CC	Column 1, Step 2
Smith, Anthony	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Kinkel, Jennifer	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class B Not to exceed 9.5 hours Eff. 01/03/2022-01/12/2022
Suresh, Suma	CC	Nursing Simulation and Skills Lab Specialist Column 3, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2022 Spring Semester
Yu, Yvonne	CC	Mortuary Science Embalming Lab Technician Column 1, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2022 Spring Semester

CORRECTION TO BOARD AGENDA OF FEBRUARY 8, 2022 TEMPORARY REASSIGNMENT

Pham, Thu	CC	Nursing Instructor
	To:	CC Interim Director, Nursing Range 26, Column E + Doctorate (100%) Management Salary Schedule Change From: 02/01/2022-06/30/2022 Change To: 01/03/2022-06/30/2022

**Item 4.b:** By block vote, authorization was granted for the following classified personnel matters, which are within budget:

RESIGNATION

Islas, Leonardo	NOCE	Instructional Assistant, ESL 12-month position (40%) Eff. 02/03/2022
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PN SCC991

Maldonado, Briceyda      CC      Student Services Specialist, CalWorks/EOPS  
12-month position (100%)  
Eff. 02/12/2022  
PN CCC862

Salazar, Kellyann      FC      Health Education Coordinator  
11-month position (100%)  
Eff. 2/12/2022  
PN FCC611

RETIREMENT

McDowell, Karen      FC      Administrative Assistant II  
12-month position (100%)  
Eff. 02/23/2022  
PN FCC783

NEW PERSONNEL

Akwaja, Ufuoma      FC      Special Projects Manager/Child Dev. & Edu. Lab  
Temporary Management Position (100%)  
Range 2, Special Project Admin Daily Rate Schedule  
Eff. 02/14/2022 – 06/30/2022  
PN FCT970

Cail, Kyari      FC      Special Projects Director/UMOJA  
Temporary Management Position (100%)  
Range 3, Special Project Admin Daily Rate Schedule  
Eff. 03/01/2022 – 06/30/2022  
PN FCT976

Farina, Juliana      NOCE      Administrative Assistant I, Basic Skills  
12-month position (45%)  
Range 33, Step A  
Classified Salary Schedule  
Eff. 03/01/2022  
PN SCC898

PROMOTION

Galvez, Curtis      AC      IT Security Analyst/System Administrator  
12-month position (100%)  
PN ISC973

To:      NOCE IT Project Leader  
12-month position (100%)  
Range 57, Step E + PG&D  
Classified Salary Schedule

Eff. 03/01/2022  
PN SCC827

Merchant, Jennifer FC

Program Coordinator  
12-month position (100%)  
PN FCC812

To: FC Director, Career Technical Education  
12-month position (100%)  
Range 16, Column A  
Management Salary Schedule  
Eff. 03/01/2022  
PN FCM942

### VOLUNTARY CHANGES IN ASSIGNMENT

Juarez, Lizbeth

NOCE

Clerical Assistant I, ESL Program

Temporary Increase in Percent Employed  
From: 40%  
To: 100%  
Eff. 02/15/2022 – 06/30/2022

Mosqueda, Stephanie

FC

Student Services Specialist, Transfer Center  
12-month position (100%)  
PN FCC587

Permanent Lateral Transfer  
To: FC Student Services Specialist, Counseling  
12-month position (100%)  
Eff. 03/15/2022  
PN FCC632

### PROFESSIONAL GROWTH & DEVELOPMENT

Rodriguez, Stephanie

FC

Student Services Specialist (100%)  
3<sup>rd</sup> Increment (\$400)  
4<sup>th</sup> Increment (\$400)  
Eff. 07/01/2023

### STIPEND FOR ADDITIONAL MANAGEMENT DUTIES

Volcy, Tyesha

NOCE

Program Manager, LEAP  
Extension of 6% Stipend  
Eff. 02/01/2022-03/31/2022

### JOB FAMILY STUDY PROJECT – CLASSIFICATION ALIGNMENT

Acosta, Stephanie

CC

Administrative Assistant III  
12-month position (100%)  
Range 41, Step E + PG&D + 30% Longevity

To: Administrative Assistant III, Instructional Support Services  
Range 42, Step E + PG&D + 30% Longevity  
Classified Salary Schedule  
Eff. 03/01/2022  
PN CCC999

Bailey, Wendy FC

Administrative Assistant III  
12-month position (100%)  
Range 41, Step E + 10% Longevity

To: Administrative Assistant III, Instructional Support Services  
Range 42, Step E + 10% Longevity  
Classified Salary Schedule  
Eff. 03/01/2022  
PN FCC928

Beck, Lela CC

Administrative Assistant III  
12-month position (100%)  
Range 41, Step E + 15% Longevity

To: Administrative Assistant III, Instructional Support Services  
Range 42, Step E + 15% Longevity  
Classified Salary Schedule  
Eff. 03/01/2022  
PN CCC903

Cao, Cindy CC

Administrative Assistant III  
12-month position (100%)  
Range 41, Step E + PG&D + 20% Longevity

To: Administrative Assistant III, Instructional Support Services  
Range 42, Step E + PG&D + 20% Longevity  
Classified Salary Schedule  
Eff. 03/01/2022  
PN CCC841

Case, Joy CC

Administrative Assistant III  
12-month position (100%)  
Range 41, Step E + 5% Longevity

To: Administrative Assistant III, Instructional Support Services  
Range 42, Step E + 5% Longevity  
Classified Salary Schedule  
Eff. 03/01/2022  
PN CCC985

Chteoui, Melisa	CC	Administrative Assistant III 12-month position (100%) Range 41, Step E + 20% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E + 20% Longevity Classified Salary Schedule Eff. 03/01/2022 PN CCC860
Cornell, Jennifer	CC	Administrative Assistant III 12-month position (100%) Range 41, Step E + 15% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E + 15% Longevity Classified Salary Schedule Eff. 03/01/2022 PN CCC811
Cox, Sharon	CC	Administrative Assistant III 12-month position (100%) Range 41, Step E + 10% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E + 10% Longevity Classified Salary Schedule Eff. 03/01/2022 PN CCC801
Goncalves, Adriana	FC	Administrative Assistant III 12-month position (100%) Range 41, Step E +PG&D + 5% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E +PG&D + 5% Longevity Classified Salary Schedule Eff. 03/01/2022 PN FCC765
Hagmaier, Monica	FC	Administrative Assistant III 12-month position (100%) Range 41, Step E + PG&D + 20% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E + PG&D + 20% Longevity

Classified Salary Schedule  
Eff. 03/01/2022  
PN FCC765

Kraft, Rhonda	CC	Administrative Assistant III 12-month position (100%) Range 41, Step E + PG&D + 15% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E + PG&D + 15% Longevity Classified Salary Schedule Eff. 03/01/2022 PN CCC832
Lindley, Evelyn	FC	Temporary Administrative Assistant III 12-month position (100%) Range 41, Step D  To: Temporary Administrative Assistant III, Instructional Support Services Range 42, Step D Classified Salary Schedule Eff. 03/01/2022 PN FCC737
ODaniel, Christi	FC	Administrative Assistant III 12-month position (100%) Range 41, Step E + PG&D + 10% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E + PG&D + 10% Longevity Classified Salary Schedule Eff. 03/01/2022 PN FCC863
Perez, Olivia	FC	Administrative Assistant III 12-month position (100%) Range 41, Step E + PG&D + 15% Longevity  To: Administrative Assistant III, Instructional Support Services Range 42, Step E + PG&D + 15% Longevity Classified Salary Schedule Eff. 03/01/2022 PN FCC877
Sanchez, Patricia	FC	Administrative Assistant III 12-month position (100%) Range 41, Step E + 15% Longevity

To: Administrative Assistant III, Instructional Support Services  
 Range 42, Step E + 15% Longevity  
 Classified Salary Schedule  
 Eff. 03/01/2022  
 PN FCC978

Sands, Cynthia FC

Administrative Assistant III  
 12-month position (100%)  
 Range 41, Step E + PG&D + 30% Longevity

To: Administrative Assistant III, Instructional Support Services  
 Range 42, Step E + PG&D + 30% Longevity  
 Classified Salary Schedule  
 Eff. 03/01/2022  
 PN FCC955

Shrack, Amy FC

Administrative Assistant III  
 12-month position (100%)  
 Range 41, Step E + PG&D + 20% Longevity

To: Administrative Assistant III, Instructional Support Services  
 Range 42, Step E + PG&D + 20% Longevity  
 Classified Salary Schedule  
 Eff. 03/01/2022  
 PN FCC907

Thomas, Tayler CC

Administrative Assistant III  
 12-month position (100%)  
 Range 41, Step D + PG&D

To: Administrative Assistant III, Instructional Support Services  
 Range 42, Step D + PG&D  
 Classified Salary Schedule  
 Eff. 03/01/2022  
 PN CCC972

Ward, Anita FC

Administrative Assistant III  
 12-month position (100%)  
 Range 41, Step E + PG&D + 30% Longevity

To: Administrative Assistant III, Instructional Support Services  
 Range 42, Step E + PG&D + 30% Longevity  
 Classified Salary Schedule  
 Eff. 03/01/2022  
 PN FCC811



LEAVES OF ABSENCE

@01127552	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/20/2022 – 07/20/2022 (Intermittent Leave)
@00004593	NOCE	Admissions and Records Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/03/2022 – 07/03/2022 (Intermittent Leave)
@01813270	CC	IT Technician II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/24/2022 – 07/24/2022 (Intermittent Leave)
@01619813	FC	Facilities Custodian Coordinator II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/22/2022 – 07/23/2022 (Intermittent Leave)
@00004374	CC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 12/10/2021 – 06/10/2022 (Intermittent Leave)
@01223090	FC	Campus Safety Officer (100%) Unpaid Personal Leave Eff. 02/17/2022 – 05/01/2022

**Item 4.c:** By the block vote, authorization was granted to approve the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1292 for a copy of the professional expert personnel listing.)

**Item 4.d:** By the block vote, authorization was granted to approve the hourly listing.

(See Supplemental Minutes #1292 for a copy of the hourly personnel listing.)

**Item 4.e:** By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1292 for a copy of the volunteer listing.)

## GENERAL

**Item 5.a:** The Board reviewed the Board of Trustees Assessment Instrument. During the discussion, Trustee Barbara Dunsheath noted that the instrument is closely aligned with ACCJC standards and recommended keeping it as is in order to be able to compare this year's results to the prior year's results.

Trustee Ed Lopez provided three grammatical corrections and suggested moving question 36 to the end of the assessment in order to clarify that the question is soliciting the Board's overall rating and not to that specific category. Trustees agreed to move question 36 and requested that the format be adjusted to indicate that questions 36 and 37 are a separate section.

The Board of Trustees Assessment Instrument will return for re-adoption at the March 22, 2022 Board meeting.

**Item 5.b:** Board President Jacqueline Rodarte asked if there were any requests for potential future Board agenda items and there were none.

## COMMENTS

**Fred Williams** invited everyone to attend the Citizens' Oversight Committee meeting on March 2 at 4:00 p.m. which will take place in-person at the Anaheim Campus.

**Martha Gutierrez** reported that in 2021, 45 students enrolled in the NOCE Disability Support Services program and received career development support through the College to Career Program, Workability III and CAEP grant, and, as a result, attained competitive employment. She also acknowledged **Dulce Delgadillo**, Director of Institutional Research and Planning, on her selection as a participant in the Hispanics Organized for Political Equity (HOPE) Institute.

**Gil Contreras** reported on the Business Mentor Program on February 15 that welcomed faculty, industry professionals, and students to Fullerton College and thanked **Gary Graves**, **Carlos Ayon**, and all who participated in the event. Dr. Contreras shared that he met with the Puente Program for a mentors meet and greet event on February 17 and highlighted that while most colleges have one cohort, Fullerton College has two Puente Program cohorts. He also reported on his participation at the API Day of Remembrance event with **John Tateishi** that recognized the 80<sup>th</sup> anniversary of Executive Order 9066 which led to the incarceration of 120,000 Japanese Americans in the US and expressed his solidarity with the Asian American community for social justice.

**JoAnna Schilling** reported that the National Science Foundation awarded Cypress College, the University of California, Irvine (UCI), and California State University, Fullerton (CSUF) a \$1.5 million partnership grant over three years to encourage underrepresented students to study in data fields, prepare them for STEM careers, and to receive \$5,000 stipends upon completion. Dr. Schilling stated that Cypress College is now an African American Male Education Network and Development (A<sup>2</sup>MEND) chapter college and will send a delegation of 20 students, five faculty, and four administrators to the upcoming A<sup>2</sup>MEND Summit in Los Angeles. She noted the on-going planning for the Americana Awards on March 26 at the Disneyland Hotel and that everyone can lend their support by designating the Cypress College Foundation as their charity of choice on Amazon Smile.

**Christie Diep** reported that United Faculty is looking forward to a positive mediation session with the District.

**Pamela Spence** reported that CSEA is pleased that the current Collective Bargaining Agreement (CBA) has been signed and looks forward to finalizing the COVID-19 MOU with the District. She noted that classified employees have expressed positive comments about the extended spring hybrid schedule and would like to see an on-going hybrid solution that also helps students achieve their goals.

**Student Trustee Erin Lacorte** reported on several Fullerton College activities including Movies for Mental Health, Social Justice Week, and the Student Engagement and Empowerment Symposium (SEES) panel on March 31 that is currently seeking panelists. She expressed her discomfort at being forced to participate at an in-person Board meeting and putting herself at risk and her disappointment by the lack of consideration.

**Student Trustee Meena Pandian** reported that Cypress College Associated Students will host a Spring Social and Club Rush event on March 2 in the Gateway Plaza and are preparing resolutions for the SCCC General Assembly to advocate for wellness facilities across all California community colleges.

**Trustee Evangelina Rosales** welcomed everyone back to in-person Board meetings.

**CLOSED SESSION:** At 5:58 p.m., Board President Jacqueline Rodarte adjourned the meeting to closed session per the following sections of the Government Code and stated that there would not be a read out:

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

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

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

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

**Per Section 54957(a): THREAT TO PUBLIC SERVICES OR FACILITIES: Consultation with Security Consultant.**

**Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**Property: 1245 E. Wilshire Avenue, Fullerton, CA 92831  
(APN 033-211-04)**

**Negotiation Party: Fred Williams, Vice Chancellor, Finance & Facilities Under Negotiations: Terms and Conditions of Purchase**

**RECONVENE MEETING:** At 8:29 p.m., Board President Jacqueline Rodarte reconvened the meeting in open session.

**ADJOURNMENT:** At 8:29 p.m., it was moved by Trustee Stephen T. Blount and seconded by Trustee Evangelina Rosales to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

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

UNAPPROVED