



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

MEETING: Regular Meeting in March 2018

DATE: Tuesday, March 13, 2018, at 5:30 p.m.

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

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

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

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience:** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [] in Sections 4 & 5**
- e. **Consider Personnel block-vote items indicated by [] in Section 6**
Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.

An exception to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion and a separate vote. Members of the public completing a card entitled, "Request to Address Board of Trustees" on an item removed from block-vote consideration will be heard prior to the Board's vote on that item.

Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public at the Chancellor's Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. to 5:00 p.m.).

- f. **Reports:**
 - Chancellor**
 - * **"Transfer Success at Fullerton College" Presentation**
By: Cecilia Arraiza, Fullerton College Director, Transfer Center and Cadena Cultural Center
- g. **Comments:**
 - College Presidents/Provost**
 - Resource Table Personnel**
 - Members of the Board of Trustees**

- h. **Approval of Minutes of the Regular Meeting of February 27, 2018.**
- i. **CLOSED SESSION: Per the following sections of the Government Code:
Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

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

3. **PUBLIC HEARING**

- a. It is recommended that the Board receive comments from the public on the initial proposal to the CSEA Chapter 167 Successor Agreement as submitted by CSEA Chapter 167.
- b. It is recommended that the Board receive comments from the public on the initial proposal to the CSEA Chapter 167 Successor Agreement as submitted by the District, and after providing the public with the opportunity to comment, adopt the District's initial proposal.

4. **FINANCE & FACILITIES**

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] It is recommended that the Board authorize the 2017-2018 General Fund, Bond Building Fund, and Capital Outlay Fund transfers and adopt the resolutions showing the summary. **(The Resolutions are available for review in the District's Business Office.)**
- [c] It is recommended that the Board approve the purchase of the approved DSA relocatable modular building from SKC through the Piggyback Bid No. 1512, Districtwide Rental and/or Purchase of Relocatable Modular Buildings from Garden Grove Unified School District in the amount of \$495,180 plus tax.
- [d] Authorization is requested to enter into a lease agreement with Hill Ranch Partnership for Chapman Avenue Lot off-site parking.
- [e] Authorization is requested to award Bid #1718-18, Cypress College Parking Lot 5 Expansion Project, to JMI General Engineering Contractor as the lowest overall responsive and responsible bidder in the amount of \$1,683,779 including allowance.
- [f] Authorization is requested to increase the purchase order for Innovative Performance Solutions, Inc. (IPS) from \$80,000 to \$130,000.

5. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the summary of curriculum changes for Cypress College, to be effective Fall 2018.

- [b] Authorization is requested to accept new revenue from the Sponsorship through the Sector Navigator – Business and Entrepreneurship in the amount of \$7,500.
- [c] Authorization is requested to make adjustments to the General Fund, Capital Outlay Fund, and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2017-18 allocations.
- d. It is recommended that the Board receive as information summaries of the guided pathways multi-year plans for Cypress College, Fullerton College, and NOCE.

6. HUMAN RESOURCES

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

- Change in Retirement Date
- Leaves of Absence
- Payment for Work Experience Contracts
- Temporary Academic Hourly

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

- Resignation
- New Personnel
- Rehire
- Voluntary Changes in Assignment
- Professional Growth and Development
- Leaves of Absence
- Administrative Leave of Absence With Pay

- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.
- [f] Request approval of the revised Nonclassified Short-Term Hourly Employee Rate Schedule, effective July 1, 2018.

7. GENERAL

- a. It is recommended that the Board adopt Resolution No. 17/18-12, Trustee Absence, verifying that Trustee Ed Lopez was absent on February 27, 2018 due to illness.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: March 13, 2018
SUBJECT: CSEA Chapter #167 Proposal for a Successor Agreement to the CSEA Contract

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: The collective bargaining agreement between CSEA Chapter #167 and the District expires June 30, 2018. The initial proposal for a successor agreement is submitted by CSEA Chapter #167.

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

How does this relate to Board Policy: This item is in compliance with Board and Administrative Policies 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive comments from the public on the attached initial proposal for a successor agreement between CSEA Chapter #167 and the District, as submitted by CSEA Chapter #167.

Irma Ramos

Recommended by

Approved for Submittal

3.a.1

Item No.

THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
And Its
North Orange County CCD/CHAPTER 167
2018/2021
INITIAL SUCCESSOR CONTRACT PROPOSAL
February 21, 2018

The California School Employees Association (CSEA) and its North Orange County CCD/Chapter 167, in accordance with Article 26 Negotiations as specified in Article 28 Duration of our current Collective Bargaining Agreement notifies the North Orange County Community College District (District) of CSEA's intent to modify or amend the contract and negotiate a successor agreement. CSEA desires to alter or amend the following articles as indicated and presents our proposals for public discussion in accordance with Government Code §3547:

Article 5- Organizational Rights

- 5.2 CSEA has an interest in enhancing release time for chapter officers and release time for bargaining unit members for conducting chapter business.
- 5.5 CSEA has an interest in compensation for bargaining unit members' participation in the shared governance process, and for the district to provide a centralized shared governance reference resource for all district and campus committees.

Article 9- Pay and Allowances

CSEA is interested in an increase to the Classified salary schedule (See Article 11 concerning health and welfare benefits).

Article 10- Hours and Overtime

- 10.12 CSEA has an interest in restricting requirements for imposing deduction in pay on a Bargaining Unit Member.
- 10.2.3 CSEA has an interest in providing a ten (10) hour district paid July 4th holiday for Bargaining Unit Members during the alternative workweek/workday schedule for summer session.
- TBD CSEA has an interest in adding language restricting a manager making changes to a Bargaining Unit Member's monthly timesheet without their knowledge and consent.

Article 11-Employee Benefits

- 11.1 CSEA has an interest in changing the name of the District Insurance Committee to accurately reflect how it is currently functioning.

CSEA has an interest in increasing health and welfare benefits for its Bargaining Unit Members.

Article 12- Professional Growth and Development Program (PG&D)

- 12.2 CSEA has an interest in compensation for staff development course completion.
- 12.2 CSEA has an interest in clarifying language for when completed PG&D course increments will begin to be compensated.
- 12.5 CSEA wishes to expand the kinds of credit allowed.
- 12.6 CSEA has an interest in increasing increment limitations.
- TBD CSEA has an interest in Compensation for earned degrees.

Article 14- Vacation Plan

- 14.1.5 CSEA has an interest in changing allowable increments of vacation for use by Bargaining Unit Members to one half (1/2) hour.

Article 15- Leaves

- 15.1.3 CSEA wishes to establish criteria/clarification to 15.1.3.3 provision for management to request that a Bargaining Unit Member substantiate any claim of sick leave days.
- 15.1.3 CSEA seeks reimbursement to Bargaining Unit Member for costs associated with providing substantiation for any claim of sick leave days (See 15.1.3.3).
- 15.4 CSEA wishes to enhance provisions for Pregnancy Disability Leave to provide for District paid disability leave.
- TBD CSEA seeks the addition of a provision for District paid maternity infant bonding leave.

Article 18- Classification and Reclassification, Sections 18.4 Classification Review

- 18.3 CSEA has an interest in clarifying language regarding CSEA's right to negotiate new classifications and changes to existing classifications consistent with PERB.

Article 19 Unit Member Evaluation:

- 19.1 CSEA has an interest in modifying classified performance evaluation processes for Permanent Unit Members.
- 19.2 CSEA has an interest in modifying classified performance evaluation processes for Probationary Unit Members.

Article 20- Discipline

- 20.7 CSEA has an interest in modifying the Post-Disciplinary Hearing Right, eliminating 20.7.3.1 hearing for suspension without pay of five days or less.
- 20.7 CSEA has an interest in after a Post-Disciplinary Hearing Right for binding arbitration in Article 20.7.3.2.1, Hearing for Suspension Without Pay (regardless of how many days), Demotion, or Termination.

Article 22- Grievance Procedure

22.2 CSEA has an interest in adding language regarding alleged violations of District Policy and the California Education Code to the definition of a grievance.

Article TBD:

CSEA has an interest in creating a provision regarding management conduct towards Bargaining Unit Members professionally, honestly, and in a civil manner; with the ability to grieve violations of the provision.

Appendix K

CSEA wishes to make changes to the grievance forms that reflect current practices or would provide clarification.

CSEA wishes to make documents able to be filled out electronically.

The Association reserves the right to make additional proposals at any time during the bargaining process; including but not limited to responses to proposals made by the District.

Should you have any questions or concerns please don't hesitate to contact us. Please feel free to proceed with any requirements for posting prior to negotiations.

Sincerely,


Rod Lusch

Chapter President
CSEA #167

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: March 13, 2018
SUBJECT: District Proposal for a Successor Agreement to the CSEA Contract

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: The collective bargaining agreement between CSEA Chapter #167 and the District expires June 30, 2018. The initial proposal for a successor agreement is submitted by the District.

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

How does this relate to Board Policy: This item is in compliance with Board and Administrative Policies 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive comments from the public on the attached initial proposal for a successor agreement between the District and CSEA Chapter #167 as submitted by the District. It is further recommended that after providing the public with an opportunity to comment, the Board adopt the District's initial proposal.

Irma Ramos

Recommended by

Approved for Submittal


3.b.1

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Office of Human Resources

INTRADISTRICT CORRESPONDENCE

To: Rod Lusch, President, CSEA Chapter 167

From: Irma Ramos, Vice Chancellor, Human Resources 

Date: January 17, 2018

Subject: District Successor Agreement Negotiations (2018)

Pursuant to the provisions of Article 26 of the Agreement between CSEA Chapter 167 and the District, this will serve as notice of the District's intent to negotiate a successor agreement to the current collective bargaining agreement, which expires June 30, 2018. The District proposes the following:

Article 9 - Pay and Allowances

Achieve a salary agreement that is fair and reasonable within the context of the District's current budget environment.

Article 11 – Employee Benefits

Achieve a benefits agreement that is fair and reasonable within the context of the District's current budget environment.

Article 15 – Leaves

Modify current language regarding Supplemental Sick Leave.

Article 16 – Recruitment, Transfer and Promotion

Modify current language regarding short-term transfers and lateral transfers.

Article 26 – Negotiations

Modify current language to change successor agreement timeline.

The District reserves the right to make proposals concerning other articles and issues as it deems necessary and appropriate. Additional subjects of meeting and negotiating arising after the presentation of this initial proposal shall be made public within 24 hours pursuant to Government Code section 3547(d).

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 13, 2018 Resolution _____
Information _____
SUBJECT: Ratification of Purchase Orders and Checks Enclosure(s) X

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 P0121878 – P0122555, check numbers - C0047024 – C0047216; F0220868 - F0221628; Q0005972 - Q0006000; 88473783 - 88474711; V0031504 - V0031513; 70085654 - 70086423; disbursements E8723580 - E8735368; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Higher One disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0121878 - P0122555 through February 14, 2018, totaling \$1,423,627.26, and check numbers C0047024 - C0047216, totaling \$3,687,511.99; check numbers F0220868 - F0221628, totaling \$384,955.53; check numbers Q0005972 - Q0006000, totaling \$7,351.42; check numbers 88473783 - 88474711, totaling \$2,594,378.97; check numbers V0031504 - V0031513, totaling \$4,063.27; check numbers 70085654 - 70086423, totaling \$172,254.31; and disbursements E8723580 - E8735368, totaling \$13,305,915.03, through February 28, 2018.

Fred Williams

Recommended by

Approved for Submittal

4.a

Item No.

BOARD RECAP
FOR THE PERIOD JANUARY 25, 2018, THROUGH FEBRUARY 14, 2018
BOARD MEETING 3/13/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0121878	Toshiba Business Solutions	\$ 2,702.36		CC	Copier Lease Payments
P0122094	Toshiba Business Solutions	\$ 1,338.25		FC	Copier Lease Payments
P0122126	Heidelberg USA Inc.	\$ 2,000.00		FC	Blanket Order for Print Shop Parts and Repairs
P0122153	Buddy's All Stars, Inc.	\$ 436.18		FC	Athletic Uniform
P0122154	Hillyard	\$ 22,995.96	Capital Outlay	CC	Floor Scrubbers for Facilities Department
P0122155	CPP Inc	\$ 81.14		FC	Marketing Supplies
P0122156	Stored Value Marketing	\$ 14,625.00		FC	Gas Cards for EOPS Sudents
P0122157	BSN Sports LLC	\$ 6,107.34		FC	Athletic Uniforms
P0122158	GST	\$ 471.96		CC	Printer
P0122162	Dick Blick Co	\$ 301.15		NOCE	Instructional Supplies
P0122163	Office Depot	\$ 2,800.00		CC	Blanket Order for Office Supplies
P0122164	Creatively Independent LLC	\$ 1,800.00		FC	Independent Contractor for Workshops
P0122165	Bone Clones Inc	\$ 438.15		FC	Classroom Supplies
P0122166	Merit Software	\$ 1,418.00		FC	Software Subscription
P0122167	People Admin Inc	\$ 30,456.31		AC	Software License Renewal
P0122168	Chef Marla McGee Inc.	\$ 640.04		CC	Catering for the International Student Program
P0122169	Solar Art Window Film	\$ 30,917.00		CC	Campus-wide Window Security Film Installation
P0122170	GST	\$ 280.69		CC	Printer
P0122171	Blackboard, Inc	\$ 66,000.00		CC	Blackboard Software License
P0122172	Office Depot	\$ 475.00		FC	Blanket Order for Office Supplies
P0122173	Thomson West	\$ 396.52		AC	Publication Materials
P0122175	Wenger Corp	\$ 22,181.20		CC	Workstations for Music Department
P0122176	Graybar Electric Co Inc	\$ 2,291.71		CC	Security Cameras
P0122177	GST	\$ 759.84		FC	Printer
P0122178	Digital Networks Group Inc	\$ 6,977.94		AC	Media Display Installation
P0122179	M K Industrial Supply Inc	\$ 3,271.03		FC	Classroom Supplies
P0122180	Enco Systems, Inc.	\$ 10,607.48		FC	Audio Equipment for Radio Station
P0122181	Maas Companies Inc	\$ 4,573.99	Bond	AC	Reimburse Phones and Network Service Access for Bond Projects
P0122182	Electric Car Sales and Service Inc	\$ 2,000.00		AC	Blanket Order for Electric Cart Repairs
P0122183	Amazon Business	\$ 259.79		NOCE	Instructional Supplies
P0122184	Sasco Electric	\$ 2,500.00		FC	Blanket Order for Campus Network Cabling
P0122185	B & H Photo Video Inc	\$ 12,217.49	Capital Outlay	FC	Computer Parts
P0122186	Canon USA Inc	\$ 231.54		FC	Camera Repairs for the Journalism Department
P0122187	BSN Sports LLC	\$ 1,914.48		FC	Athletic Uniforms
P0122188	Technopro CS Inc	\$ 600.00		CC	Disability Reporting Service for Disabled Department
P0122189	Print Technology Solutions	\$ 1,429.86		FC	Athletic Supplies
P0122190	Print Technology Solutions	\$ 312.48		FC	Classroom Supplies
P0122191	BSN Sports LLC	\$ 1,711.11		FC	Athletic Uniforms
P0122192	Compview	\$ 7,604.81		CC	Multimedia System Upgrade
P0122193	Fisher Scientific Co LLC	\$ 620.74		CC	Lab Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122194	GST	\$ 743.35		CC	Printer
P0122195	e-LocalLink	\$ 4,995.00		AC	Video Production Services
P0122196	Infotox Inc	\$ 12,934.00	Bond	AC	Structure Asbestos and Lead Surveys FC Bldg. 300
P0122197	GST	\$ 578.63		FC	Printer
P0122198	GST	\$ 938.87		FC	Printer
P0122199	Apple Computer Inc	\$ 533.93		CC	Computer
P0122200	Apple Computer Inc	\$ 3,271.65		CC	Computer
P0122201	Yorba Linda Country Club	\$ 14,005.00		FC	Hornet Baseball Golf Tournament Fees
P0122202	GST	\$ 601.61		CC	Printer
P0122203	Sidepath Inc	\$ 1,759.54		CC	Computer
P0122204	Posit Science Corporation	\$ 2,160.00		NOCE	Software License
P0122205	T-Ten Instructor Community	\$ 500.00		CC	Institutional Membership Fees
P0122206	Scholastic Inc	\$ 460.11		FC	Textbooks
P0122207	LSC Communications Inc	\$ 5,364.41		FC	Printing Services
P0122208	Sodexo Inc and Affiliates	\$ 173.33		FC	Catering for the Jump Start Program
P0122209	J R Clancy Inc	\$ 2,978.25		FC	Classroom Supplies
P0122210	Rose Brand Wipers Inc	\$ 977.21		FC	Classroom Supplies
P0122212	Swimoutlet.com	\$ 853.52		FC	Athletic Supplies
P0122213	Nova Color	\$ 147.51		FC	Painting Supplies
P0122214	McMaster Carr Supply Co	\$ 193.61		FC	Lab Supplies
P0122215	Kathryn Sonne	\$ 697.55		CC	Reimbursement for Field Trip to Olvera Street
P0122216	National Print and Promo	\$ 75.78		AC	Office Supplies
P0122218	Geotechnical Solutions Inc	\$ 5,000.00	Bond	AC	Geotechnical Reports for the FC Bldg. 300/500 Renovation Project
P0122219	Bad Elf LLC	\$ 568.66		CC	Instructional Supplies
P0122220	Kneadle Inc	\$ 7,245.00		FC	Marketing Services for the Business Department
P0122221	BSN Sports LLC	\$ 2,531.89		FC	Athletic Uniforms
P0122222	Western State Design Inc	\$ 1,505.72		FC	Washer Machine Repairs Services
P0122223	Amazon Business	\$ 81.46		CC	Computer Supplies
P0122224	Demco Inc	\$ 754.22		FC	Office Supplies
P0122225	Konica Minolta Business Solutions USA Inc	\$ 86.02		FC	Office Supplies
P0122226	Computype Inc	\$ 354.72		FC	Office Supplies
P0122227	Sodexo Inc and Affiliates	\$ 192.04		FC	Catering for Library End of Year Meeting
P0122228	Sodexo Inc and Affiliates	\$ 656.18		FC	Catering for Basic Skills Celebration
P0122229	Sodexo Inc and Affiliates	\$ 517.20		FC	Catering for Honors Program Finals Week
P0122230	Sodexo Inc and Affiliates	\$ 374.66		FC	Catering for KinderCaminata Planning Meeting
P0122231	J D Fields Lumber Co Inc	\$ 3,338.74		FC	Classroom Supplies
P0122232	Bremer's Plumbing & Boiler Services Inc	\$ 4,800.00		FC	Water Line Installation Services
P0122233	Placentia Yorba Linda USD	\$ 6,455.40		NOCE	Adult Educational Grant Agreement for Childcare Services
P0122234	Orange County Water District	\$ 1,023.50		CC	Water Usage Payment
P0122235	Cameron Welding Supply	\$ 386.00		CC	Lab Supplies
P0122236	Hachette Book Group	\$ 714.65		FC	Textbooks
P0122237	Jacquelyn Schreiber	\$ 100.00		FC	Guest Artist for the Fullerton College Concert
P0122238	Integrated Interiors Inc	\$ 4,655.00		CC	Photo Lab Wall Removal

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122239	Pro1 Apparel	\$ 426.69		FC	Athletic Uniforms
P0122240	Placentia Yorba Linda USD	\$ 2,297.00		NOCE	Custodial Services
P0122241	Cal Pro Specialties	\$ 1,129.23		AC	Promotional Materials
P0122245	Johnny's Selected Seeds	\$ 91.18		FC	Lab Supplies
P0122246	Dick Blick Co	\$ 916.16		FC	Classroom Supplies
P0122247	Canon USA Inc	\$ 1,500.00		FC	Blanket Order for Equipment Service and Repairs
P0122248	B & H Photo Video Inc	\$ 642.70		FC	Classroom Supplies
P0122249	Computer Comforts Inc	\$ 368.29		FC	Lab Supplies
P0122250	Evan Corcoran	\$ 200.00		FC	Honorarium
P0122276	B & H Photo Video Inc	\$ 2,071.35		FC	Classroom Supplies
P0122277	Konica Minolta Business Solutions USA Inc	\$ 160.00		CC	Classroom Supplies
P0122278	McGraw-Hill Global Education LLC	\$ 3,000.00		FC	Software License
P0122279	Tracey Wallace	\$ 200.00		FC	Guest Singer for the College Prep Event
P0122280	Amazon Business	\$ 125.29		NOCE	Instructional Materials
P0122281	R2A Architecture	\$ 118,766.00	Capital Outlay	AC	Pre-Design Study Upper Parking Deck & Foundation B/A: 1/23/18
P0122282	KT Industries Inc	\$ 44,617.79		CC	Testing for Annual Electrical High Voltage Maintenance Work
P0122283	Tshaye Mobley	\$ 100.00		FC	College Prep Motivational Dancer
P0122284	David Benedict	\$ 200.00		FC	Honorarium for Guest Speaker
P0122285	Cheap Joes Art Stuff	\$ 74.21		NOCE	Instructional Materials
P0122286	Amazon Business	\$ 1,010.59		NOCE	Lab Supplies
P0122287	Oriental Trading Company Inc	\$ 112.34		NOCE	Instructional Supplies
P0122288	Third Degree Sportswear, Inc.	\$ 1,486.95		FC	Athletic Uniforms
P0122289	Rafael Barragan	\$ 500.00		FC	Guest Performer for the College Prep Event
P0122290	John Deere Governmental & National Sales	\$ 14,153.79	Capital Outlay	CC	Landscaping Bunker Field Raker for Facilities Dept.
P0122292	B & M Lawn & Garden Center	\$ 3,006.15	Capital Outlay	CC	Chainsaw and Blower
P0122293	Belen Angeles	\$ 2,558.24		CC	Blanket Order for CC/CalWORKs Child Care Services
P0122294	CDW Government Inc	\$ 568.07		AC	Computer Components
P0122295	Ellucian Company LP	\$ 949.00		AC	Software Subscription Renewal
P0122296	CITI Program	\$ 4,000.00		FC	Subscription for the Institutional Research Dept.
P0122297	CrossLink NanoCoatings Inc	\$ 500.00		FC	Blanket Order for Custodial Supplies
P0122298	Phenomenex Inc	\$ 100.21		FC	Lab Supplies
P0122299	Office Depot	\$ 3,500.00		CC	Blanket Order for Office Supplies
P0122300	CCP Industries Inc	\$ 3,500.00		CC	Blanket Order for Cleaning and Safety Supplies
P0122301	Environmental Systems Research Institute Inc	\$ 1,451.00		CC	Software Subscription
P0122302	Marx Bros Fire Extinguisher Co Inc	\$ 1,950.00		AC	All District - Fire Extinguisher Training 2018
P0122303	Philips Electronics North America Corporation	\$ 10,634.93		CC	Software Maintenance Renewal
P0122304	Faronics Technologies USA Inc	\$ 7,324.20		NOCE	Software Maintenance Renewal
P0122305	Anaheim Embroidery Inc	\$ 915.88		CC	Office Supplies
P0122306	Nth Generation Computing Inc	\$ 8,929.00		AC	Software Maintenance Renewal
P0122307	Total Computing Solutions LLC	\$ 35,877.57		FC	Bookstore Point of Sale Software & Inventory Mgmt-BA:11/14/17
P0122308	Duran, Wheaton, Kimble	\$ 5,836.08		FC	Lab Supplies
P0122309	Orange County Air Conditioning	\$ 18,885.00	Capital Outlay	AC	Fan Bearing Replacement at FC 500 Bldg.
P0122310	Advanced Technologies Consultants	\$ 2,424.38		FC	Lab Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122311	TLC 4 Kids	\$ 5,460.00		CC	Blanket Order for CC CalWORKs Child Care Services
P0122312	Transportation Charter Services Inc	\$ 575.00		NOCE	Bus Transportation - Field Trip for Educational Opportunity Program
P0122313	Embi Tec	\$ 7,452.90		FC	Lab Supplies
P0122314	Amazon Business	\$ 200.58		CC	Instructional Supplies
P0122315	Alize Richey	\$ 1,683.20		CC	Blanket Order for CC/CalWORKs Child Care Services
P0122316	CI Solutions	\$ 4,193.67		NOCE	Office Equipment
P0122317	Industry Saw LLC	\$ 500.00		CC	Blanket Order for Equipment Repairs
P0122318	Cassandra Rodriguez	\$ 194.72		CC	Reimbursement for Student Equity Funding
P0122319	Rossi Automotive Equipment Corp	\$ 284.22		CC	Facilities Supplies
P0122320	Rogue Steel	\$ 30,364.07		FC	Stage Equipment for the Theatre Arts Department
P0122321	Bishop Co	\$ 1,060.24	Capital Outlay	CC	Chainsaw for Facilities Dept.
P0122322	Transportation Charter Services Inc	\$ 8,230.00		FC	Transportation for Athletic Event
P0122323	Vernier Software & Technology	\$ 12,795.85		CC	Chemistry Lab Equipment
P0122324	Computerland of Silicon Valley	\$ 81.00		AC	Software
P0122325	Rotary Club of Cypress	\$ 1,045.00		CC	Rotary Club Membership
P0122326	OC Top Cars	\$ 6,534.58		FC	Automobile for Automotive Technology Department
P0122327	VWR Funding Inc	\$ 243.27		CC	Lab Supplies
P0122328	NOVAtime Technology Inc	\$ 42,142.33		FC	Time Clocks with Software for the Cosmetology Department
P0122329	KT Industries Inc	\$ 27,642.83	Capital Outlay	AC	Main Switchgear for Bldgs. 200 and 2100 at FC
P0122330	Amazon Business	\$ 69.94		FC	Office Supplies
P0122331	Buddy's All Stars, Inc.	\$ 3,435.26		FC	Athletic Uniforms
P0122332	Jostens	\$ 6.72		FC	Degrees for Admissions and Records
P0122333	California State Polytechnic University Pomona	\$ 684.50		FC	Room Rental for Student Leadership Retreat
P0122334	Supertech Inc	\$ 56,116.20		CC	Translucent Mannequin for Radiological Technology Department
P0122335	Bio Rad Laboratories	\$ 579.92		FC	Lab Supplies
P0122336	Toshiba Business Solutions	\$ 323.26		FC	Office Supplies
P0122337	Sodexo Inc and Affiliates	\$ 242.44		FC	Catering for F-1 Visa Orientation
P0122338	Jeffrey Samano	\$ 40.00		FC	Reimbursement for Speech & Debate Meeting Expenses
P0122339	Vital Inspection Services Inc	\$ 4,320.00	Capital Outlay	AC	Inspector of Record Service for FC Softball Batting Cage Project
P0122340	Sodexo Inc and Affiliates	\$ 19.40		FC	Catering for the Classified Senate
P0122341	Pharmedix	\$ 49.99		FC	Publication Subscription
P0122342	Michelle Loy	\$ 262.91		FC	Reimbursement - Brochure Printing
P0122369	Nasco Modesto	\$ 2,175.20		FC	Lab Supplies
P0122370	Western Regional Honors Council	\$ 75.00		FC	Institutional Membership for the Honors Program
P0122371	Antonio Banks	\$ 509.88		FC	Reimbursement for Catering for the UMOJA Department
P0122372	CDW Government Inc	\$ 196.21		AC	Computer Display Cables
P0122373	Orange County Air Conditioning	\$ 47,934.58	Capital Outlay	AC	Temporary Air Cooler for FC Bldg. 3100 Server Room
P0122374	GST	\$ 823.72		FC	Computer Components
P0122375	California Facility Specialties Inc	\$ 8,000.00		FC	Blanket Order for Sports Field Equipment Repairs
P0122376	Sign A Rama	\$ 6,891.64		NOCE	Promotional Signage
P0122377	Vertical Solutions Inc	\$ 5,000.00		FC	Blanket Order for HVAC Parts and Supplies
P0122378	Home Depot	\$ 1,656.49	Capital Outlay	CC	Construction Supplies for CC
P0122380	Delta Biologicals	\$ 1,084.70		FC	Lab Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122381	Alonti Cafe & Catering	\$ 680.60		NOCE	Catering for Adult Educational Grant Workgroup
P0122382	Greatlike Media	\$ 3,625.00		FC	Website Development for Radio and Television Dept.
P0122383	Transportation Charter Services Inc	\$ 495.00		FC	Transportation for Kipp Academy to Visit UMOJA
P0122384	ARC Document Solutions LLC	\$ 2,688.00		CC	Blanket Order for Archive File Storage
P0122386	African American Male Education Network and Develop	\$ 3,000.00		FC	A2MEND National Conference Student Registration
P0122388	RPW Services Inc	\$ 3,000.00		FC	Blanket Order for Pest Control Services
P0122390	Amazon Business	\$ 80.65		NOCE	Textbooks
P0122391	CBRE Heery Inc	\$ 76,545.00	Bond	AC	Commissioning Fees Services 7th & 10th Floor Project - B/A: 1/23/18
P0122392	Shred-It USA LLC	\$ 5,000.00		AC	Blanket Order for Shredding Services
P0122393	Elivate	\$ 291.79		NOCE	Instructional Materials
P0122394	Posit Science Corporation	\$ 4,320.00		NOCE	Software
P0122395	HRC Catering	\$ 2,946.01		NOCE	Catering for NOCE Counselor In-Service
P0122396	English Council of California Two Year Colleges	\$ 250.00		FC	Institutional Membership for the Humanities Dept.
P0122397	Sodexo Inc and Affiliates	\$ 4,988.83		FC	Catering for the Male Achieving Success Conference
P0122398	YBH Restaurants Inc	\$ 201.49		CC	Catering for the Dual Enrollment Committee Meeting
P0122399	National Coalition of Advanced Technology Centers	\$ 600.00		NOCE	Institutional Membership
P0122400	Jasmin Herrera	\$ 120.87		FC	CARE Student Auto Maintenance Reimbursement
P0122401	Monica Lopez-Yang	\$ 34.87		FC	CARE Student Textbook Reimbursement
P0122402	Dick Blick Co	\$ 297.98		FC	Lab Supplies
P0122403	Sodexo Inc and Affiliates	\$ 679.34		FC	Catering Spring 2018 Orientation
P0122405	National Collegiate Honors Council	\$ 500.00		FC	Institutional Membership for the Honors Program
P0122406	Amazon Business	\$ 1,083.59		FC	Instructional Supplies
P0122407	Diversified Business Services	\$ 1,025.46		FC	Promotional Materials
P0122408	Four Points by Sheraton	\$ 2,765.61		FC	Hotel Fees for Annual Puente Program Field Trip
P0122410	JM & J Contractors	\$ 3,500.00		FC	Health Center Wall Removal Project
P0122411	Ana Carolina Barreiro	\$ 100.00		FC	Concert Event Performer for the Music Department
P0122412	Laminating and Blinding Solutions Inc	\$ 484.51		FC	Laminating and Binding Supplies for the Art Dept.
P0122413	James Howard Company	\$ 923.48		FC	Lab Supplies
P0122414	Lampline	\$ 60.79		FC	Classroom Supplies
P0122415	Sodexo Inc and Affiliates	\$ 1,167.94		FC	Catering for Staff Development Event
P0122416	Orvac Electronics	\$ 1,616.25		FC	Instructional Equipment
P0122417	Fisher Scientific Co LLC	\$ 25.16		CC	Lab Supplies
P0122418	Jamey Aebersold Jazz Inc	\$ 576.32		FC	Textbooks
P0122419	Office Depot	\$ 5,000.00		CC	Blanket Order for Office Supplies
P0122420	Emanuel Lancaster	\$ 500.00		FC	Guest Speaker for the Pedagogy Applied Class
P0122421	Jimni System Inc	\$ 2,000.00		AC	Blanket Order for Storm Station Services
P0122422	Competitive Aquatic Supply Inc	\$ 1,232.92		FC	Athletic Uniforms
P0122423	Holiday Inn Express	\$ 2,735.30		FC	Hotel Fees for Annual Puente Program Field Trip
P0122424	Robert Murray	\$ 800.00		FC	Performer for the Music Department
P0122425	Discount School Supply	\$ 801.52		FC	Instructional Supplies
P0122426	Carolina Biological Supply Co	\$ 623.70		CC	Lab Supplies
P0122427	English Council of California Two Year Colleges	\$ 175.00		CC	Institutional Membership
P0122428	Sodexo Inc and Affiliates	\$ 125.26		FC	Catering for Writing Center Tutor Training

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122429	3D Systems Inc	\$ 82,913.63		CC	Ultrasound Simulator for the Radiology Department
P0122430	Integrity Electric	\$ 897.00		FC	Electrical Power and Cabling Installation
P0122431	Tredent Data Systems Inc	\$ 3,779.88		CC	Computer Network Server
P0122432	The Mathworks Inc	\$ 210.00		CC	Software Maintenance Renewal
P0122433	RD Systems Inc	\$ 4,505.44		FC	Network Cabling Installation Services
P0122434	Corporate Business Interiors Inc	\$ 219.29		NOCE	Office Supplies
P0122436	Los Alamitos Auto Parts	\$ 8,483.15	Capital Outlay	CC	Auto Lift
P0122437	The CPR Hero Training Center	\$ 2,400.00		NOCE	Training: for Pediatric CPR & First Aid Course
P0122438	Matco Tools	\$ 4,093.54	Capital Outlay	CC	Instructional Auto Equipment
P0122439	Autonerdz.com	\$ 2,855.38	Capital Outlay	CC	Instructional Auto Equipment
P0122440	Dick Blick Co	\$ 119.15		FC	Instructional Supplies
P0122441	Discount School Supply	\$ 435.67		FC	Lab Supplies
P0122442	Fisher Scientific Co LLC	\$ 3,819.18		FC	Lab Supplies
P0122443	Dana LaMon	\$ 300.00		CC	Guest Speaker for Black Studies
P0122444	Home Depot	\$ 2,179.79		CC	Tool Cabinets for the Health Science Department
P0122445	Frank's Cane and Rush Supply	\$ 592.25		FC	Instructional Equipment
P0122446	Cox Matthews & Associates	\$ 1,695.00		AC	Marketing and Advertising Fees
P0122447	Office Depot	\$ 800.00		CC	Blanket Order for Office Supplies
P0122449	Toshiba Business Solutions	\$ 4,975.66		NOCE	Purchase Copier
P0122450	Sodexo Inc and Affiliates	\$ 501.54		FC	Catering for Basic Skills Orientation
P0122451	Uline Inc	\$ 105.80		FC	Office Supplies
P0122452	Amazon Business	\$ 264.81		FC	Instructional Supplies
P0122453	Amazon Business	\$ 106.51		FC	Lab Supplies
P0122454	Sodexo Inc and Affiliates	\$ 141.43		FC	Catering for Pathway Transformation Initiative
P0122455	VWR Funding Inc	\$ 2,774.28		FC	Lab Supplies
P0122456	Allsteel Inc	\$ 9,985.62		CC	Furniture for the Business Department
P0122457	Corporate Business Interiors Inc	\$ 3,867.45		CC	Furniture Installation for the Business Department
P0122458	Source Graphics	\$ 2,050.00		FC	Blanket Order for 3D Printing Materials
P0122459	California Auto Refrigeration Distributors Inc	\$ 500.00		FC	Blanket Order for Automotive Parts and Supplies
P0122460	Sodexo Inc and Affiliates	\$ 124.90		FC	Catering for Supplemental Instruction Meeting
P0122472	Sodexo Inc and Affiliates	\$ 1,334.98		FC	Catering for Fine Arts Division
P0122482	Sodexo Inc and Affiliates	\$ 218.19		FC	Catering for the Student Services Managers Meeting
P0122483	Loc Nguyen	\$ 150.00		FC	Honorarium for Tactical Training Instruction
P0122498	WT Cox Information Services	\$ 40.00		CC	Blanket Order for Library Subscriptions
P0122499	Therese Mosqueda-Ponce	\$ 110.04		CC	Reimbursement for Puente Program Field Trip
P0122500	CDW Government Inc	\$ 3,002.96		CC	Computer Accessories
P0122501	Ran Graphics Inc	\$ 41,989.10		NOCE	NOCE Spring Class Schedule Printing
P0122502	Quality Copying, Inc	\$ 3,000.00		CC	Maintenance Subscription Renewal
P0122503	GST	\$ 576.80		FC	Projector Screens
P0122504	Toshiba Business Solutions	\$ 80.82		NOCE	Office Supplies
P0122505	Paper 360 Inc	\$ 1,099.05		FC	Office Supplies
P0122506	GI Energy	\$ 21,930.90	Capital Outlay	AC	Replacement Parts of Existing Cogen System @ CC
P0122507	RD Systems Inc	\$ 4,505.44		FC	Electrical Cabling Installation

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122508	Manley's Boiler Repair Inc	\$ 4,938.81		AC	Water Boiler Repair
P0122509	Stored Value Marketing	\$ 2,970.00		FC	Gas Cards for CalWORKs Students
P0122510	Krueger International Inc	\$ 1,387.82		CC	Chairs for the Disabled Student Services Department
P0122511	Amazon Business	\$ 148.90		CC	Office Supplies
P0122512	Corporate Business Interiors Inc	\$ 185.02		CC	Chair Installation for the Disabled Student Services Department
P0122513	Medco Supply Co	\$ 174.27		FC	Athletic Supplies
P0122515	GST	\$ 24,457.16	Capital Outlay	FC	Computer Network Server
P0122516	Alonti Cafe & Catering	\$ 526.48		AC	Catering for Chancellors Leadership Luncheon
P0122524	Uline Inc	\$ 263.61		FC	Office Supplies
P0122525	Sodexo Inc and Affiliates	\$ 527.98		FC	Catering for Technology and Engineering Department
P0122526	Keirse.com	\$ 2,000.00		NOCE	Online Career Assessment Fees
P0122527	Sodexo Inc and Affiliates	\$ 755.59		FC	Catering for the Math Division Meeting
P0122528	4imprint Inc	\$ 1,209.08		FC	Marketing Materials
P0122529	King's Flowers	\$ 182.40		NOCE	NOCE Student Equity Conference Decorations
P0122530	Balloons Pluss Inc	\$ 165.68		NOCE	Decorations for Student Equity Conference
P0122531	Christina Kim	\$ 1,200.00		FC	Computer Skills Workshop
P0122532	Sodexo Inc and Affiliates	\$ 597.98		FC	Catering for Natural Sciences Division Meeting
P0122533	Acey Decy Equipment Co	\$ 2,075.59		FC	Instructional Materials
P0122534	Northwestern State University	\$ 555.00		FC	American College Dance Association Fees
P0122535	California Department of Tax and Fee Administration	\$ 224.00		FC	Waste State Fees
P0122536	International E-Z Up Inc	\$ 2,255.87		FC	Marketing Materials
P0122537	Jostens	\$ 13.30		FC	Degrees for the Admissions and Records Office
P0122538	YBH Restaurants Inc	\$ 480.57		AC	Catering for Leadership Academy Breakfast
P0122539	Plaquemaker.com	\$ 146.54		CC	Office Supplies
P0122540	Sodexo Inc and Affiliates	\$ 322.41		FC	Catering for Division Meeting Convocation
P0122541	Integrated Security Holdings Group LLC	\$ 44,835.75		CC	Student Center Electronic Lockdown Project
P0122542	JT Print It	\$ 396.35		FC	Marketing Materials
P0122543	Chef Marla McGee Inc.	\$ 1,043.38		CC	Catering for the International Student Program
P0122544	LVH Entertainment Systems	\$ 1,427.68		FC	Instructional Materials
P0122545	Transportation Charter Services Inc	\$ 735.00		FC	Bus Transportation for the Men's Volleyball Team
P0122550	Amazon Business	\$ 116.26		FC	Instructional Supplies
P0122553	Sesac Inc	\$ 1,557.51		FC	Fullerton College Radio License Fees
P0122554	Lincoln Aquatics	\$ 477.25		FC	Athletic Supplies
P0122555	African American Male Education Network and Develop	\$ 600.00		FC	A2MEND National Conference Student Registration

\$1,423,627.26

Approved by: _____

Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
		Resolution	<u>X</u>
DATE:	March 13, 2018	Information	<u></u>
		Enclosure(s)	<u>X</u>
SUBJECT:	2017-2018 Budget Transfers: General Fund, Bond Building Fund, and Capital Outlay Fund		

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

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

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

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

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

RECOMMENDATION: Authorization is requested for the 2017-2018 General Fund, Bond Building Fund, and Capital Outlay Fund transfers netting to the amount of \$1,756,696 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams

Recommended by

Approved for Submittal

4.b.1

Item No.

1. 17748: Student Equity Program - FC

Transfer budget to complete activities in approved Student Equity proposals across various departments.

From:	5000 Other Operating Expenses & Services	(194,602)
To:	1400 Noninstructional Salaries	27,500
	2100 Noninstructional Salaries	129,599
	3900 Benefits	37,503

2. 17748: Student Equity Program - CC

Transfer budget to complete activities in approved Student Equity proposals across various departments.

From:	4000 Supplies & Materials	(578,470)
To:	2100 Noninstructional Salaries	316,470
	2200 Instructional Aides	150,000
	2300 Noninstructional Salaries	34,000
	5000 Other Operating Expenses & Services	78,000

3. 11200: Current Year Funds - FC

Transfer to provide budget for attendance at conferences for Library personnel.

From:	4000 Supplies & Materials	(11,000)
To:	5000 Other Operating Expenses & Services	11,000

4. 17248: Strong Workforce Initiative - CC

Transfer budget to cover purchase of mannequins for radiology program, part of the Strong Workforce Initiative local approved plans.

From:	5000 Other Operating Expenses & Services	(138,837)
To:	6000 Capital Outlay	138,837

5. 49xxx: Bond Funds (Measure J) - AC/CC/FC

Transfer budget to appropriate accounts for approved Measure J projects.

From:	6000 Capital Outlay	(97,008)
To:	5000 Other Operating Expenses & Services	97,008

6. 4xxxx: Capital Outlay Funds - DW/CC/FC

To transfer budget to appropriate accounts for approved Capital Outlay projects.

From:	6000 Capital Outlay	(515,401)
	7900 Reserve for Contingencies	(308,059)
To:	5000 Other Operating Expenses & Services	823,460

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.

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
4000	\$ 598,771	1400	\$ 27,500
5000	237,457	2100	445,816
		2200	150,000
		2300	37,319
		3900	33,929
		6000	141,664
TOTAL	\$ 836,228	TOTAL	\$ 836,228

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 13, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

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

by _____, Deputy

4.b.3
Item No.

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 Bond Building Fund (2122), 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.

FROM			TO		
Budget Classification	Amount		Budget Classification	Amount	
6000	\$ 97,008		5000	\$ 97,008	
TOTAL		\$ 97,008	TOTAL		\$ 97,008

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 13, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

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

by _____, Deputy

4.b.4
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 13, 2018

SUBJECT: Approval of Relocatable Modular Building
Purchase for Cypress College using Garden
Grove Unified School District Piggyback Bid

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

BACKGROUND: In response to learning that the existing baseball building at Cypress College had not been approved or certified by the Department of State Architects (DSA), corrective measures are being taken. The building was originally used as a storage garage by the grounds department. The building has since been modified and used as a locker room, faculty offices and team club house for the Physical Education Department.

In order to correct the unsafe condition of the building and comply with DSA, Cypress College hired Westberg & White Architect to design an appropriate structure. A new building has been designed based on the needs and input from the faculty and management of the Physical Education Division.

The DSA-approved relocatable modular building from Sean Khan Consulting Company, Inc. (SKC) meets the need of the program and can be purchased through the Garden Grove Unified School District piggyback bid. Once the building purchase has been approved, the architect will complete the foundation and infrastructure documents for DSA approval. The demolition of the baseball building and foundation infrastructure work for a new building will be bid out. A relocatable structure is being used to enable the move of the building in the future as Cypress College works towards alignment with the Educational Master Plan and the Facilities Master Plan.

Under Public Contract Code §20652, the governing board of any community college district, without advertising for bids, and when that Board has determined that it is in the best interest of the District, may authorize by contract to purchase materials and equipment utilizing piggyback contracts. Utilizing piggyback contracts is considered a best practice for public agencies to reduce the cost of procurement. Cypress College would like to utilize the Piggyback Bid No. 1512, Districtwide Rental and/or Purchase of Relocatable Modular Buildings from Garden Grove Unified School District to purchase a relocatable modular building with SKC in the amount of \$495,180 plus tax.

This item is submitted by Albert Miranda, Director of Physical Plant/Facilities and Jenney Ho, District Director, Purchasing.

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

activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse, and Board Policy 6340, Contracts.

FUNDING SOURCE AND FINANCIAL IMPACT: The cost of the building will be charged to the Capital Outlay fund.

RECOMMENDATION: Authorization is requested that the Board of Trustees approve the purchase of the approved DSA relocatable modular building from SKC through the Piggyback Bid No. 1512, Districtwide Rental and/or Purchase of Relocatable Modular Buildings from Garden Grove Unified School District in the amount of \$495,180 plus tax. Authorization is further requested for the Vice Chancellor, Finance & Facilities or District Director, Purchasing, to issue a purchase order on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

4.c.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 13, 2018 Resolution _____
Information _____
Enclosure(s) _____
SUBJECT: Lease Proposal for Chapman Avenue Parking
Lot for Off-site Parking

BACKGROUND: The list of bond-funded projects includes a new parking structure, which will result in a net increase in parking spaces on the Fullerton College campus. Originally planned as one of the first projects, State funding for the 300/500 building renovations impacted project sequencing. Instead, the new instructional building will be built first, not only to accommodate future growth, but to eliminate or reduce the cost of temporary swing space needed while the 300/500 buildings are renovated. A chiller plant expansion is necessary since the existing chiller plant does not have the capacity to cool the new instructional building. Both the instructional building and chiller plant will be built on existing parking lots, eliminating parking spaces. Construction of the new parking structure will begin after the 300/500 building renovations. To help compensate for parking spaces lost due to the construction of the instructional building and chiller plant, the college has identified a parking lot offsite that is available for lease. Shuttle services will be provided at the beginning of each semester. Shuttle travel time will be minimal since the lot is less than a mile from campus. This item was submitted by Rodrigo Garcia, Vice President of Administrative Services at Fullerton College.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The funding source is derived from rental property income.

RECOMMENDATION: Authorization is requested to enter into a lease agreement with Hill Ranch Partnership, a California General Partnership for Chapman Avenue Lot off-site parking. The lease term will begin on April 1, 2018 and will be eighty-three (83) months with an end date of February 28, 2025, at a monthly rate of \$9,650 per month, which shall be increased on the anniversary date of the Lease Term by an amount equal to two percent (2.00%) over the preceding year's rental rate or an amount equal to the Consumer Price Index for the Los Angeles/Long Beach/Orange County area, whichever is greater. In addition, a security deposit equal to \$12,000, none of which shall be applied to any rent owed to landlord at any time during the lease term, is required. The District has an early termination option commencing on

the thirty-seventh (37th) month. Should the District elect to terminate the lease early, the District shall pay the unamortized incremental amount of all District improvements, costs and commissions. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Purchasing, to execute any agreements and related documents on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

4.d.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	
DATE:	March 13, 2018	Information	
SUBJECT:	Award Bid #1718-18, Cypress College Parking Lot 5 Expansion	Enclosure(s)	

BACKGROUND: During the month of December 2018, Cypress College plans to begin construction of the new Science Engineering and Math (SEM) Building. The placement of the new SEM building will displace approximately 200 parking spaces from parking lot #7. The Campus Master Plan had identified future expansion of parking in the lawn area east of Gym II next to parking lot #5. This parking lot expansion needs to be completed before the construction of the SEM building in order to minimize the impact from the reduction of parking spaces. The Parking Lot 5 Expansion Project will provide an additional 185 spaces for a total of 385 parking lot spaces.

The bid was publicly advertised and on February 27, 2018, the District Purchasing Department received four bids for the Cypress College Parking Lot 5 Expansion Project. The lowest responsive and responsible bidder was JMI General Engineering Contractor in the amount of \$1,558,779. The \$125,000 Allowance will be used to cover any unforeseen condition that could impact the project schedule. The process for approval of allowance will be the same process used for the approval of any change orders. The allowance allows for an expedited approval that would minimize delays and keep the project on schedule. Any unused allowance will be brought back to the Board for an approval of contract amount reduced.

Below is the bid summary.

COMPANY	Base Bid	Allowance	Total
JMI General Engineering Contractor	\$1,558,779.00	\$125,000.00	\$1,683,779.00
Asphalt, Fabric & Engineering, Inc.	\$1,562,238.00	\$125,000.00	\$1,687,238.00
Newman Midland Corporation	\$1,715,570.00	\$125,000.00	\$1,840,570.00
Access Pacific, Inc.	\$1,953,374.64	\$125,000.00	\$2,078,374.64

This agenda item was submitted by Albert Miranda, Director of Physical Plant/Facilities and Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including:

4.e.1

Item No.

transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this project will come from Bond Fund.

RECOMMENDATION: Authorization is requested to award Bid #1718-18, Cypress College Parking Lot 5 Expansion Project, to JMI General Engineering Contractor as the lowest overall responsive and responsible bidder in the amount of \$1,683,779 including allowance. 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

Recommended by

Approved for Submittal

4.e.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	March 13, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Innovative Performance Solutions, Inc. Increase in Purchase Order for 2017-2018	Enclosure(s)	<u> </u>

BACKGROUND: Innovative Performance Solutions, Inc. (IPS) was retained by the Office of Human Resources to assist with the design, implementation and processes needed for several HR technology initiatives, including position management, onboarding, learning management systems and performance evaluation modules. Principal Nicola Perry serves as liaison and coordinator for HR and other District Services departments, software/technology vendors, and Ellucian/Banner, in the development of business process changes, software acquisition, design and implementation, and training for staff. As example of a significant project that required additional time is the Online Time and Attendance program, built for student and hourly workers. This project included Finance, Payroll, IS and HR; and included multiple campus and end-user visits to build a responsive and accurate system that met the needs of the campus communities.

In addition to these HR based projects, IPS is assisting the Chancellor's Office and Office of Educational Services and Technology in business process and other projects. Vice Chancellor Dr. Li-Bugg and Chancellor Marshall have asked Nicola Perry to provide business process analysis (BPA) services regarding the NOCCCD new student onboarding, technology-based solutions to student onboarding and assistance with various Guided Pathways initiatives. Student Engagement at all three institutions in the District is being explored via the use of a single mobile application created with three distinct instances to accommodate the unique Cypress, Fullerton and NOCE student populations.

The hourly rate is \$65.00 per hour and the approved contract is from July 1, 2017 to June 30, 2018. The original blanket purchase order was for \$80,000, but additional time spent on other projects increased expenditures so that an increase of \$50,000 to the purchase order is needed to complete the fiscal year as projected. The total amount of the contract is \$130,000.

This agenda item was submitted by Irma Ramos, Vice Chancellor of Human Resources.

How does this relate to the five District Strategic Directions? This item responds to Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses. With a focus on objective 1.2, initiatives that IPS is currently charged with are expected to utilize new technologies to assemble and coordinate information about curricular offerings in an attempt to increase student success.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding will come from Institutional Effectiveness Partnership Initiative (IEPI) and General funds.

RECOMMENDATION: Authorization is requested to increase the purchase order for Innovative Performance Solutions, Inc. (IPS) from \$80,000 to \$130,000. The terms of the agreement remain July 1, 2017 to June 30, 2018. Authorization is also requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

4.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 13, 2018

SUBJECT: Cypress College
Curriculum Matters

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

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

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

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

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Campus General Fund.

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum changes for Cypress College, to be effective Fall 2018. 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

5.a.1

Item No.

**CYPRESS COLLEGE CURRICULUM
Board Agenda
March 13, 2018**

(DCCC approved February 9, 2018)

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AT 130 C Auto Chassis and Brake Systems Units: 12 Lecture: 9 Laboratory: 9	* Hybrid added	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2018 Fall	Previous revision approved: Curriculum 10-17-17 DCCC 11-17-17 Board 12-12-17 Adding Hybrid
AT 140 C Auto Drivetrains/ Transmissions Units: 12 Lecture: 9 Laboratory: 9	* Hybrid added	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2018 Fall	Previous revision approved: Curriculum 10-17-17 DCCC 11-17-17 Board 12-12-17 Adding Hybrid
AT 150 C Auto Performance and Driveability Units: 12 Lecture: 9 Laboratory: 9	* Hybrid added	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2018 Fall	Previous revision approved: Curriculum 10-17-17 DCCC 11-17-17 Board 12-12-17 Adding Hybrid

REVISED DEGREES/CERTIFICATES				
DEGREE		EFF DATE	JUSTIFICATION	
Mortuary Science	Bachelor in Science Degree in Funeral Service		2018 Fall Adding NEW upper division general education courses HS 361 C and PHIL 400 C Total units change from 42 to 41-42	
	Prerequisite –Associate Degree from ABFSE-Accredited Funeral Service Mortuary Science Program (41-50 units in the major)			
	Acceptance into Baccalaureate degree pilot program and Embalmer License and Funeral Director License or Funeral Services Practitioner certification			
	Required upper division major courses (32 units) of which 12 units will be from MORT 497 C and MORT 498 C			
		Units		
	MORT 402 C	Funeral Service Standards of Practice		3
	MORT 430 C	Cemetery and Crematory Operations		3
	MORT 450 C	Issues and Trends in Funeral Service		3
	MORT 482 C	Clinical Embalming Externship		4
	MORT 492 C	Funeral Service Externship		4
	MORT 495 C	Mortuary Jurisprudence		3
	MORT 497 C and MORT 498 C (12 units total)			12
	Upper division general education courses (9 units minimum)			
	ANTH 308 C	Anthropology of Death for Mortuary Science		3
	COMM 340 C	Communication for Mortuary Science		3
	ENGL 310 C	Advanced Writing in the Health Sciences		4
	HS 361 C	Dying/Death and Grief/Mourning		3
PHIL 400 C	Business Ethics	3		
Total Units		41-42		

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	X
DATE:	March 13, 2018	Information	
		Enclosure(s)	X
SUBJECT:	Cypress College Sponsorship between Solano College and NOCCCD/Cypress College		

BACKGROUND: Cypress College is pleased to report that it is the recipient of a Sponsorship through the Sector Navigator –Business and Entrepreneurship in the amount of \$7,500.00, for the performance period beginning January 24, 2018 (or upon Board of Trustees approval) and continuing through June 30, 2018, for Cypress College’s Management/Marketing Program to conduct college enrichment programs related to Business and Entrepreneurship. We will be working with industry participants, community college peers, and Dual Enrollment students to develop and market startup ventures with proof of concept. Our faculty will work with current students’ hard skills; refine soft skills essential for student success.

This agenda item is being submitted by Henry Hua, Dean of Business and CIS, Dr. Kathleen Troy, Management / Marketing Department Coordinator, and Jeannie Jo, Management / Marketing Faculty, Cypress College.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #1 and #5: Strategic Direction 1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses. Strategic Direction 5: The District will develop and sustain collaborative projects and partnerships with the community’s educational institutions, civic organizations, and businesses.

How does this relate to Board Policy: This item is in compliance with Board Policy 3280 Grants. (1.0) The Board will be informed about all grants received by the District; and, (2.0) The Chancellor shall establish procedures to assure timely application and processing of grant applications and funds, and that the grants that are applied for directly support the purposes of the District.

FUNDING SOURCE AND FINANCIAL IMPACT: Cypress College is pleased to report that it is the recipient of a Sponsorship from the Sector Navigator – Business and Entrepreneurship in the amount of \$7,500. All funding will be received following Board approval and must be spent on program improvements for the above-referenced programs by June 30, 2018.

RECOMMENDATION: Authorization is requested to accept new revenue from the Sponsorship through the Sector Navigator – Business and Entrepreneurship in the amount

of \$7,500. It is also requested that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg

Recommended by

Approved for Submittal

5.b.2

Item No.

Cypress College

**Faculty Entrepreneurship Champion Mini-grant Project
Sponsorship with Solano College**

**New Budget
January 24, 2018 - June 30, 2018**

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>	<u>PROPOSED BUDGET</u>
40000 Instructional Supplies	17308 2436 40000 6190 XXXX	\$ 3,900
60000 Capital Outlay	17308 2436 64000 6190 XXXX	\$ 3,600
	Total Expenses	\$ 7,500
80000 Revenue		
Economic Development	17308 2436 86541 6190 XXXX	\$ 7,500
	Total Revenues	\$ 7,500

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 13, 2018

SUBJECT: Budget Adjustments

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

BACKGROUND: Revised 2017-2018 fiscal year allocations and amendments have been received for various federal- and state-funded programs. Based on these revised amounts, adjustments are needed to various General Fund, Capital Outlay Fund, and Financial Aid Fund revenue and expenditure budgets that were previously approved by the Board.

The General Fund programs requiring an adjustment are:

- Adult Ed & Family Literacy Act Grant (AEFLA)
- Basic Skills
- Board Financial Assistance Program (BFAP)
- California Work Opportunities and Responsibilities to Kids (CalWORKs)
- Cooperative Agencies Resources for Education (CARE)
- Disabled Student Programs and Services (DSPS)
- Dual Enrollment Sponsorship
- Emergency Preparedness Grant
- Extended Opportunities Programs and Services (EOPS)
- Instructional Equipment Funds
- Orange County Career Pathways Partnership (OCCPP)
- Perkins
- Strong Workforce Program (SWP) – Local
- Student Equity Program
- Student Success & Support Program (SSSP)
- U-ACRE 3.0 Grant

The Capital Outlay Fund program requiring an adjustment is:

- Scheduled Maintenance Funds

The Financial Aid Fund programs requiring an adjustment are:

- Full-Time Student Success Grant (FTSSG)
- Community College (CC) Completion Grant

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

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities; and Direction #5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Various programs have received revised 2017-2018 allocations and amendments since the adoption of the District Proposed Budget on September 12, 2017 or subsequent adoption of new agreements by the Board. Budget adjustments are being submitted to revise revenue and expenditure budgets accordingly for the 2017-2018 fiscal year.

RECOMMENDATION: Authorization is requested to make adjustments to General Fund, Capital Outlay Fund, and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2017-2018 allocations. It is further requested that a resolution be adopted to adjust budgets and authorize expenditures within the General Fund, Capital Outlay Fund, and Financial Aid 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.

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
	GENERAL FUND		
CC	Revised Allocation Adjustment		
	Basic Skills	419,482	P-1 Allocation
	BFAP	(3,268)	P-1 Allocation
	CaWORKs	26,955	P-1 Allocation
	CARE	2,606	P-1 Allocation
	DSPS	159,645	P-1 Allocation
	Dual Enrollment Sponsorship	4,425	Additional Approved funds
	EOPS	104,927	P-1 Allocation
	OCCPP	99,135	Correction to Carryover
	Student Equity Program	207,063	P-1 Allocation
	SSSP	117,966	P-1 Allocation
FC	Revised Allocation Adjustment		
	Basic Skills	256,077	P-1 Allocation
	BFAP	(4,802)	P-1 Allocation
	CaWORKs	36,439	P-1 Allocation
	CARE	17,001	P-1 Allocation
	DSPS	35,497	P-1 Allocation
	EOPS	196,231	P-1 Allocation
	Student Equity Program	68,603	P-1 Allocation
	SSSP	250,876	P-1 Allocation
	U-ACRE 3.0 Grant	15,688	Most Recent Agreement

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
NOCE	Revised Allocation Adjustment AEFLA Basic Skills DSPS OCCPP Student Equity Program Non-Credit SSSP	751,725 170,844 (20,510) (71,026) 94,529 136,772	Most Recent Agreement P-1 Allocation P-1 Allocation Correction to Carryover P-1 Allocation P-1 Allocation
AC	Revised Allocation Adjustment Emergency Preparedness Perkins Student Equity SWP – Local	(4,800) 11,197 26,862 788,219	Correction to Carryover Updated Allocation P-1 Allocation Chancellor's Office
GRAND TOTAL – GENERAL FUND		<u>3,878,643</u>	
CAPITAL OUTLAY FUND			
CC	Revised Allocation Adjustment Scheduled Maintenance	(77,296)	Updated Allocation
FC	Revised Allocation Adjustment Scheduled Maintenance	(99,912)	Updated Allocation
AC	Revised Allocation Adjustment Scheduled Maintenance	(21,436)	Updated Allocation
GRAND TOTAL – CAPITAL OUTLAY FUND		<u>(198,644)</u>	
FINANCIAL AID FUND			
CC	Revised Allocation Adjustment FTSSG CC Completion Grant	389,400 289,500	P-1 Allocation Chancellor's Office
FC	Revised Allocation Adjustment FTSSG CC Completion Grant	566,400 418,500	P-1 Allocation Chancellor's Office
GRAND TOTAL – FINANCIAL AID FUND		<u>1,663,800</u>	

Cherry Li-Bugg

Recommended by

Approved for Submittal

5.c.3

Item No.

Budget Adjustments (Board Date: March 13, 2018)

July 1, 2017 - June 30, 2018

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>
General Fund (0101)									
CC	Basic Skills	Other Operating Expenses	18158	4800	50000	6720			\$ 419,482.00
CC	Basic Skills	State Revenues	18158	4800	86133	6720			\$ 419,482.00
CC	BFAP	Other Operating Expenses	18518	3410	50000	6460			\$ (3,268.00)
CC	BFAP	State Revenues	18518	3410	86278	6460			\$ (3,268.00)
CC	CalWORKs	Other Operating Expenses	17118	3430	50000	6490			\$ 26,955.00
CC	CalWORKs	State Revenues	17118	3430	86250	6490			\$ 26,955.00
CC	CARE	Other Operating Expenses	17518	3430	50000	6490			\$ 2,606.00
CC	CARE	State Revenues	17518	3430	86276	6490			\$ 2,606.00
CC	DSPS	Other Operating Expenses	17618	3220	50000	6420			\$ 159,645.00
CC	DSPS	State Revenues	17618	3220	86230	6420			\$ 159,645.00
CC	Dual Enrollment Sponsorship	Other Operating Expenses	19361	2436	50000	6190			\$ 4,425.00
CC	Dual Enrollment Sponsorship	Local Revenues	19361	2436	88970	6190			\$ 4,425.00
CC	EOPS	Other Operating Expenses	17418	3390	50000	6430			\$ 104,927.00
CC	EOPS	State Revenues	17418	3390	86220	6430			\$ 104,927.00
CC	OCCPP	Other Operating Expenses	18280	3305	50000	6010			\$ 99,135.00
CC	OCCPP	State Revenues	18280	3305	86543	6010			\$ 99,135.00
CC	Student Equity Program	Supplies & Materials	17748	3220	40000	6010			\$ 207,063.00
CC	Student Equity Program	State Revenues	17748	1000	86281	0000			\$ 207,063.00

<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>
CC	SSSP	Other Operating Expenses	17718	3230	50000	6320			\$ 117,966.00
CC	SSSP	State Revenues	17718	3230	86277	6320			\$ 117,966.00
FC	Basic Skills	Other Operating Expenses	18158	7850	50000	6720			\$ 256,077.00
FC	Basic Skills	State Revenues	18158	7850	86133	6720			\$ 256,077.00
FC	BFAP	Other Operating Expenses	18528	6150	50000	6460			\$ (4,802.00)
FC	BFAP	State Revenues	18528	6150	86278	6460			\$ (4,802.00)
FC	CalWORKs	Other Operating Expenses	17128	5975	50000	6470			\$ 36,439.00
FC	CalWORKs	State Revenues	17128	5975	86250	6470			\$ 36,439.00
FC	CARE	Other Operating Expenses	17528	6115	50000	6490			\$ 17,001.00
FC	CARE	State Revenues	17528	6115	86276	6490			\$ 17,001.00
FC	DSPS	Other Operating Expenses	17628	6120	50000	6420			\$ 35,497.00
FC	DSPS	State Revenues	17628	6120	86230	6420			\$ 35,497.00
FC	EOPS	Other Operating Expenses	17428	6130	50000	6430			\$ 196,231.00
FC	EOPS	State Revenues	47428	6130	86220	6430			\$ 196,231.00
FC	Student Equity Program	Supplies & Materials	17748	5965	40000	6320			\$ 68,603.00
FC	Student Equity Program	State Revenues	17748	1000	86281	0000			\$ 68,603.00
FC	SSSP	Other Operating Expenses	17728	5980	50000	6320			\$ 250,876.00
FC	SSSP	State Revenues	17728	5980	86277	6320			\$ 250,876.00
FC	U-ACRE 3.0 Grant	Other Operating Expenses	16325	5485	50000	6010			\$ (812.00)
FC	U-ACRE 3.0 Grant	State Revenues	16325	5485	81900	6010			\$ (812.00)
FC	U-ACRE 3.0 Grant	Other Operating Expenses	16326	5485	50000	6010			\$ 16,500.00
FC	U-ACRE 3.0 Grant	State Revenues	16326	5485	81900	6010			\$ 16,500.00

<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>
NOCE	AEFLA	Other Operating Expenses	15707	9060	50000	6010			\$ 751,725.00
NOCE	AEFLA	Federal Revenues	15707	9060	81900	6010			\$ 751,725.00
NOCE	Basic Skills	Other Operating Expenses	18158	9702	50000	6720			\$ 170,844.00
NOCE	Basic Skills	State Revenues	18158	9702	86133	6720			\$ 170,844.00
NOCE	DSPS	Supplies & Materials	17638	8910	40000	6420			\$ (20,510.00)
NOCE	DSPS	State Revenues	17638	8910	86230	6420			\$ (20,510.00)
NOCE	Instructional Equipment	Capital Outlay	18100	9793	60000	6190			\$ (15,715.00)
NOCE	Instructional Equipment	State Revenues	18100	9793	86543	6190			\$ (15,715.00)
NOCE	OCCPP	Other Operating Expenses	18282	9793	50000	6190			\$ (71,026.00)
NOCE	OCCPP	State Revenues	18282	9793	86543	6190			\$ (71,026.00)
NOCE	Student Equity Program	Supplies & Materials	17748	9702	40000	6010			\$ 94,529.00
NOCE	Student Equity Program	State Revenues	17748	1000	86281	0000			\$ 94,529.00
NOCE	Non-Credit SSSP	Other Operating Expenses	17828	9140	50000	6320			\$ 136,772.00
NOCE	Non-Credit SSSP	State Revenues	17828	9140	86277	6320			\$ 136,772.00
AC	Emergency Preparedness Grant	Supplies & Materials	18650	1379	40000	6770			\$ (4,800.00)
AC	Emergency Preparedness Grant	State Revenues	18650	1379	86543	6770			\$ (4,800.00)
AC	Perkins	Other Operating Expenses	15418	1360	50000	6720			\$ 11,197.00
AC	Perkins	Federal Revenues	15418	1360	81700	3720			\$ 11,197.00
AC	Student Equity Program	Other Operating Expenses	17748	1505	50000	6090			\$ 26,862.00
AC	Student Equity Program	State Revenues	17748	1000	86281	0000			\$ 26,862.00
AC	SWP - Local	Other Operating Expenses	17248	1505	50000	6090			\$ 788,219.00
AC	SWP - Local	State Revenues	17248	1505	86255	6090			\$ 788,219.00

<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>
<u>Capital Outlay Fund (4040)</u>									
CC	Scheduled Maintenance	Capital Outlay	41136	1340	60000	7100			\$ (77,296.00)
CC	Scheduled Maintenance	State Revenues	41136	1340	86510	7100			\$ (77,296.00)
FC	Scheduled Maintenance	Capital Outlay	41136	1340	60000	7100			\$ (99,912.00)
FC	Scheduled Maintenance	State Revenues	41136	1340	86510	7100			\$ (99,912.00)
AC	Scheduled Maintenance	Capital Outlay	41136	1340	60000	7100			\$ (21,436.00)
AC	Scheduled Maintenance	State Revenues	41136	1340	86510	7100			\$ (21,436.00)
<u>Financial Aid Fund (7474)</u>									
CC	Full-Time Student Success Grant	Student Financial Aid	37510	3410	75000	7320			\$ 389,400.00
CC	Full-Time Student Success Grant	Federal Revenues	37510	3410	86235	7320			\$ 389,400.00
FC	Full-Time Student Success Grant	Student Financial Aid	37520	6150	75000	7320			\$ 566,400.00
FC	Full-Time Student Success Grant	Federal Revenues	37520	6150	86235	7320			\$ 566,400.00
CC	CC Completion Grant	Student Financial Aid	37530	3410	75000	7320			\$ 289,500.00
CC	CC Completion Grant	Federal Revenues	37530	3410	86236	7320			\$ 289,500.00
FC	CC Completion Grant	Student Financial Aid	37540	6150	75000	7320			\$ 418,500.00
FC	CC Completion Grant	Federal Revenues	37540	6150	86236	7320			\$ 418,500.00

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 Capital Outlay Fund (4040), for fiscal year 2017-2018, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8652	Scheduled Maintenance	\$ (198,644)
	TOTALS	\$ <u>(198,644)</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
6000	Capital Outlay	(198,644)
	TOTALS	\$ <u>(198,644)</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 13, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

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

by _____, Deputy

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 Financial Aid Fund (7474), for fiscal year 2017-2018, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8629	CaWORKs, TTIP, Other	\$ 1,663,800
	TOTALS	\$ <u>1,663,800</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
7500	Student Financial Aid	1,663,800
	TOTALS	\$ <u>1,663,800</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 13, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

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

by _____, Deputy

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	March 13, 2018	Information	X
		Enclosure(s)	X
SUBJECT:	Guided Pathways (GP) Multi Year Plan		

BACKGROUND: California Community Colleges Guided Pathways is a multi-year state program designed to provide all California Community Colleges with the opportunity to implement Guided Pathways for the purpose of significantly improving student outcomes. To put it simply, Guided Pathways is a research-based approach that simplifies choices for students. Courses are grouped together to form clear paths through college and into careers, whether students enter those careers directly after graduation or transfer to a university for more study in their chosen fields. Students get intensive, targeted advising to choose a path, stay on the path, learn what they need to know and graduate.

At North Orange and across the state, Guided Pathways efforts are focused on helping more of our students - especially low-income, first-generation students and students of color - earn credentials to prepare them for entry into higher-paying, high-demand fields with value in the labor market.

The California Community College Guided Pathways Grant Program under the administration of the Chancellor's Office, is intended to ensure the following:

- Integration of existing student-success programs and services
- Building of capacity at community colleges for data analysis, leadership, planning, and implementation related to institutional change
- Development of clearly structured, coherent guided pathways programs for all entering students for purposes of improving student outcomes, reducing time to degree, increasing the ability of students to obtain high-paying jobs

The California state legislature allocated \$150 million over the five-year period (2017 to 2022) for the California Community Colleges to carry out this initiative. The requirements from the State Chancellor's Office for the colleges to receive this funding are:

1. Colleges must attend IEPI training on implementing guided pathways
2. Colleges must complete self-assessment prior to creating a Guided Pathways multi-year plan
3. Colleges must use the Guided Pathways funding to implement their multi-year plan

The Colleges and NOCE have attended trainings and will continue to attend trainings offered by the Chancellor's Office on this initiative. Much work has occurred on the campuses on GP, however. The Board had previously approved the GP self-assessments from the Colleges and NOCE. The Colleges and NOCE have been working on the multi-year plans and are near completion. However, to streamline the Board approval process, we are having the Colleges and NOCE submit a summary of their multi-year plans with the goal of submitting the full plans for Board approval at the March 27, 2018 meeting.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: All institutions in the District will be allocated funding from the Guided Pathways Award program to implement their multi-year plans.

RECOMMENDATION: It is recommended that the Board receive as information Cypress College, Fullerton College and NOCE's summary of their guided pathways multi-year plan.

Cypress College Guided Pathways Update

Overview of Our Early Work on Guided Pathways

Cypress College continues to work seriously towards becoming a Guided Pathways College. We began our work in the fall 2017 semester by forming five campus work groups to identify and prioritize the work we needed to accomplish, and facilitate campus discussion. We established a Guided Pathways blog, formed a Guided Pathways task force, attended the IEPI Guided Pathways Workshop in September, completed our self-assessment in December, and discussed our projects broadly at our management meetings, division meetings, and our Leadership Team meeting in November. At each point, we shared updates with the campus, solicited feedback on both the blog discussion board, and through campus surveys asked for feedback on our self-assessment. It has been exciting work and the campus has been very open to embracing innovation and change. Since that time, the college has attended a second IEPI workshop in February 2018, and is now proceeding rapidly to formulize our multi-year plan for the next 18 months.

Our Guided Pathways Multi-Year Plan

In January 2018, our task force prioritized our goals for the next 18 months. The Multi-Year Plan identified 14 areas that need to be fully implemented by 2023. Although we are doing work in all 14 areas now, the task force identified six critical areas to focus on for the next year: **1) Cross Functional Inquiry** –having broad discussions about data, student success outcomes, and strategies to improve student success. **2) Shared Metrics** – identifying key benchmarks and the data to inform “why” Guided Pathways is needed and how/if our students are succeeding. **5) Intersegmental Alignment** – building our pathways partnerships between K12 and our four-year institutions. **6) Guided Major and Career Exploration** – Identifying our Meta Majors, which is the cornerstone of our focus for the next year and a half. **8) Clear Program requirements** – clarifying course sequences, scheduling practices, and key milestones to help students progress and complete their academic goals. **9) Proactive and Integrated Student Support** –the support needed to ensure students stay on their identified path. The GP Plan has been posted on our GP webpage and a survey sent to the campus for feedback before completing and submitting to the state Chancellors Office.

Key Objectives For the Next 18 Months

- Pilot an app for a hand on approach with students and learning
- Define Guided Pathways at Cypress College and continue our broad discussions across campus.
- Identify Meta Major communities and build the support service network within each community ensuring all students can enter, stay, and complete their path.
- Create clear benchmarks using data to identify and measure student progress towards completion.
- Build upon our Pledge and Charger Experience model to expand our dual enrollment pathways and build supports around the transition from K12 to Cypress College.
- Build block schedules so students can “accept” their schedule, and align our scheduling practices across the campus.
- Expand the embedded counseling model in each meta major, assign academic advisors, and career coaches to each major, and utilize our app for reminder and alert systems to keep students on the path

Cypress College is confident the goals we have identified in our Multi-Year Plan will be met and scaling to progress in all areas, while we will also be building our capacity in the other areas.



Fullerton College Guided Pathways Update

In September 2017, a team of faculty, staff and students attended a regional IEPI/Guided Pathways workshop in Irvine and the campus began work to complete the CCCCO Guided Pathways self-assessment. The Student Success Committee provided leadership on completing the self-assessment, and following President's Staff review, the draft was distributed to faculty and staff subject matter experts. The updated draft self-assessment was then shared with the entire campus community for feedback. Following a review of campus feedback, a final draft of the self-assessment was adopted, shared with our Board of Trustees and submitted to the CCCCO.

In January, the college featured Guided Pathways as the main theme of Spring Convocation, including the program in the theatre and subsequent breakout sessions. The focus of the breakout sessions was to engage faculty, staff and students in discussions and planning around developing our Guided Pathways plan. Over 200 campus constituents participated at the breakout sessions and the notes were compiled for future campus planning. Following convocation, a 19 member Guided Pathways workgroup was formed, consisting of faculty, staff and students. Eleven members of the workgroup attended a second IEPI/Guided Pathways workshop in early February. Following the workshop, our campus workgroup convened and began the work of developing our Guided Pathways year one plan. According to the CCCCO guidelines we've received, colleges are encouraged to select some of the key elements in the college self-assessment as the basis for the year one plan. Colleges are not being asked to develop a plan in year one that addresses each of the 14 key elements. For our year one plan, the college has decided to focus on seven key elements. The following paragraph provides examples from our plan for each element we are focusing on.

(1) Cross-Functional Inquiry – Data dashboards with Guided Pathways data will be created to inform discussions and decision-making. (2) Shared Metrics – An inventory of metrics used across campus will be compiled for a clear picture of the current metrics used by the campus. The college will identify and implement strategies for tracking data regularly across all initiatives. (4) Inclusive Decision-Making Structures – the college will establish a steering committee to oversee the creation of pathways and to manage the process by which input is sought from and communicated to the campus community. (5) Intersegmental Alignment – a Guided Pathways team will begin coordinating with our existing K-12 partners in alignment with our Anaheim Pledge and a Fullerton Partnership that is being developed. (6) Guided Major and Career Exploration Opportunities – Our plan for the next 12-18 months is to create a process to guide student entry into their likely pathway starting at our first point of contact – the student application. (7) Improved Basic Skills – Over the next 12-18 months the college plans to scale up successful basic skills models, included accelerated math and English courses. (9) Proactive and Integrated Academic and Student Supports – The college will create inclusive decision-making workgroups to address access for faculty to students' educational plans and access to information regarding students' progress by both instructional and student support plan.

In support of the Guided Pathways movement across our campus, faculty and staff hosted an inaugural Major Declaration Day on campus, where students learned about academic and career pathways and had the opportunity to choose their major. The final draft of our year one plan will be reviewed by our Guided Pathways workgroup on Tuesday, March 13, and then reviewed by President's Staff. We will post and share a copy of our draft year one plan for viewing by all faculty and staff as we prepare to submit the plan to District Services, to be included with the Board of Trustees agenda on March 27.



NOCE Guided Pathways Update

NOCE is in the beginning stages of adopting the Guided Pathways initiative; however, our institution has embraced the notion of guided pathways long before the initiative's inception.

Several accomplishments have been identified as significant:

In the Guided Pathways Self-Assessment, the Provost's Cabinet identified several accomplishments to support the design of the NOCE Guided Pathways framework. Specifically, NOCE developed and adopted an integrated planning model for its Strategic Plan. NOCE drove the development of the Adult Education Regional Comprehensive Plan which focuses on guiding students to employment and further education. NOCE has practiced accessible and competency-based instructional delivery models for basic skills and English as a Second Language (ESL) as evidenced by the Learning Centers, Math Co-Lab, High School Diploma Program Labs, ESL multi-level courses, and the newest addition – IBEST courses.

Several areas to help shape NOCE pathways have been identified:

In the absence of dedicated Guided Pathways state funding for noncredit, NOCE needs to create an infrastructure to develop and sustain the Guided Pathways framework using a combination of several funding sources. This would entail an inclusive decision-making mechanism for strategic and big-picture planning tasks as well as ownership of specific action items by existing teams. NOCE needs to increase community and staff awareness of its educational programs leading to career options and link these programs to the credit colleges. Finally, NOCE needs to access state and national data repositories to track students' educational and career trajectories beyond NOCCCD.

Key strategies to begin the implementation of Guided Pathways have been selected:

On February 20, 2018, the Provost's Cabinet held a special planning session to finalize the NOCE Guided Pathways Plan for the first implementation year. Faculty and staff representing all NOCE departments were joined by two student leaders in developing the Guided Pathways strategies. First, the participants mapped an NOCE student journey and identified barriers at the key progression points. Next, the group chose the strategies to reduce the barriers. For the Guided Pathways-Year One, the team focused on the following key implementation strategies: Guided Major and Career Exploration, Clear Program Requirements, Integrated Technology Infrastructure, and Strategic Professional Development.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 13, 2018 Resolution _____
SUBJECT: Academic Personnel Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.a.1

Item No.

CHANGE IN RETIREMENT DATE

Woo, Donna	CC	Office Administration Instructor From: June 1, 2018 To: July 1, 2018 PN CCF771
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LEAVES OF ABSENCE

Blanche, Giselle	FC	Sociology Instructor Load Banking Leave With Pay (6.67%) Eff. 2018 Spring Semester
Casillas, Lupe	FC	Counselor Personal Leave Without Pay (10%) Eff. 2018-2019 Academic Year
Coburn, Sarah	CC	Counselor AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/2/2018-04/27/2018
Grossman, David	FC	Dean, Physical Education Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/15/2018-03/16/2018
Palmer, Leslie	CC	Librarian Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/20/2018-03/15/2018
Takahashi, K. Mariye	CC	Foreign Language Instructor Load Banking Leave With Pay (6.67%) Eff. 2018 Spring Semester

PAYMENT FOR WORK EXPERIENCE CONTRACTS SPRING 2018

De la Cruz, Damon	CC	\$400.00
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Academic Personnel
March 13, 2018

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2018 SPRING SEMESTER,
TRIMESTER

Alderson, Tiana	FC	Column 2, Step 1
Kirby, Patricia	CC	Column 1, Step 1
Vu, Vienne	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES\$

Bridges, Andrew	FC	Curriculum Development Seminar Stipend not to exceed \$400.00 Eff. 01/18/2018-01/24/2018
Campa, Dyeneka	NOCE	Curriculum Development Seminar Stipend not to exceed \$400.00 Eff. 01/18/2018-01/24/2018
Ford, Julie	CC	Supervising Dentist (DH Program) Column 3, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2018 Summer Intersession
Gonzalez, Raylene	FC	Curriculum Development Seminar Stipend not to exceed \$400.00 Eff. 01/18/2018-01/24/2018
Kinoshita, Aya	FC	Curriculum Development Seminar Stipend not to exceed \$400.00 Eff. 01/18/2018-01/24/2018
Orr, Alyesse	FC	Curriculum Development Seminar Stipend not to exceed \$400.00 Eff. 01/18/2018-01/24/2018
Rahbar, Yashar	FC	Curriculum Development Seminar Stipend not to exceed \$400.00 Eff. 01/18/2018-01/24/2018
Smith-Norman, Ravipan	CC	Supervising Dentist (DH Program) Column 3, Step 1 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2018 Summer Intersession
Torres, Hilario	NOCE	Curriculum Development Seminar Stipend not to exceed \$400.00 Eff. 01/18/2018-01/24/2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 13, 2018 Resolution _____
SUBJECT: Classified Personnel Information _____
Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.b.1

Item No.

Classified Personnel
March 13, 2018

RESIGNATION

Rojas-Cooley, Maria FC Nurse Practitioner
11-month position (100%)
Eff. 03/17/2018
PN FCC602

NEW PERSONNEL

Diaz, Angelica FC Student Services Specialist/DSS
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 03/19/2018
PN FCC800

McLellan, John FC Skilled Maintenance Mechanic
12-month position (100%)
Range 41, Step E
Classified Salary Schedule
Eff. 04/02/2018
PN FCC597

Miller, Tina AC Special Project Manager, Edu. Services and Tech.
Temporary Management Position (100%)
Range 2, Special Project Admin Daily Rate
Eff. 03/14/2018 - 06/30/2018
PN DET993

Wulff, Michael FC Skilled Maintenance Mechanic
12-month position (100%)
Range 41, Step C
Classified Salary Schedule
Eff. 03/14/2018
PN FCC654

REHIRE

Browne, Timm NOCE Special Project Director, Campus Safety
Temporary Management Position (100%)
Range 3, Special Project Admin Daily Rate
Eff. 04/02/2018 - 06/26/2018
PN SCT960

Classified Personnel
March 13, 2018

Miller, Tina AC Special Project Manager, Edu. Services and Tech.
Temporary Management Position (100%)
Range 2, Special Project Admin Daily Rate
Eff. 07/01/2018 - 06/30/2019
PN DET993

VOLUNTARY CHANGES IN ASSIGNMENT

Abelon, John FC Student Services Technician (100%)

Temporary Change in Assignment
To: FC Student Services Technician (40%)
Range 33, Step E + 10% Longevity
FC Financial Aid Technician (60%)
Range 36, Step E + 10% Longevity
Classified Salary Schedule
Eff. 02/20/2018 – 06/30/2018

Chum, Huoch FC Facilities Custodian I
12-month position (55%)
PN FCC990

Temporary Change in Assignment
To: FC Facilities Custodian I
12-month position (100%)
Range 27, Step A + 10% Shift
Classified Salary Schedule
Eff. 02/27/2018 – 03/13/2018

Permanent Change in Assignment
To: FC Facilities Custodian I
12-month position (100%)
Range 27, Step A + 10% Shift
Classified Salary Schedule
Eff. 03/14/2018
PN FCC820

Howard, Adam AC Systems Analyst – Applications (100%)

Extension of Temporary Change in Assignment
To: AC Interim Mgr, IT Applications Support
12-month position (100%)
Range 27, Column C + PG&D
Management Salary Schedule
Eff. 03/01/2018 – 06/30/2018

Classified Personnel
March 13, 2018

Phan, Michelle	FC	Evaluator (100%) Temporary Change in Assignment To: FC Evaluator (50%) Range 36, Step D + PG&D FC Financial Aid Technician (50%) Range 36, Step D + PG&D Classified Salary Schedule Eff. 02/12/2018 – 06/30/2018
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PROFESSIONAL GROWTH & DEVELOPMENT

Barnett, Chynna	FC	Library Assistant I (100%) 5 th Increment (\$350) Eff. 07/01/2020
De Robles, Roque	FC	Laboratory Clerk/Biology (100%) 3 rd Increment (\$350) Eff. 07/01/2018 4 th Increment (\$350) Eff. 07/01/2019
Flores, Hugo	FC	Student Services Specialist (100%) 1 st Increment (\$350) Eff. 07/01/2018 2 nd Increment (\$350) Eff. 07/01/2019
Martinez Slutka, Rena	FC	Registrar (100%) 1 st Increment (\$400) Eff. 07/01/2018

LEAVES OF ABSENCE

Aguirre, Maria	FC	Financial Aid Technician (100%) Extension of Classified Staff Dev Leave with Pay Eff. 03/15/2018 – 06/21/2018 (Intermittent 88 hrs)
Beck, Megan	FC	Evaluator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Until Exhausted; Unpaid Thereafter Eff. 01/03/2018 – 03/16/2018 (Consecutive Leave)

Classified Personnel
March 13, 2018

Fuentes, Rafael	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/07/2018 – 05/06/2018 (Intermittent Leave)
Hoang, Elizabeth	FC	Administrative Assistant II (100%) Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 03/26/2018 – 04/06/2018 (Consecutive Leave)
Jackson, Dajuan	CC	Campus Safety Officer (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/24/2017 – 05/08/2018 (Consecutive Leave)
Leonardo, Victor	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Industrial Accident Salary Continuation Eff. 12/13/2017 – 01/17/2018 (Consecutive Leave)
Matanguihan, Leilani	CC	Student Services Specialist/EOPS Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/07/2018 – 05/22/2018 (Consecutive Leave)
Quiroz-Hernandez, Alexis	AC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/20/2018 – 03/20/2018 (Consecutive Leave)
Sanchez, Lizeth	AC	Human Resources Coordinator (100%) Family Medical Leave (FMLA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/16/2018 – 03/30/2018 (Consecutive Leave)

Classified Personnel
March 13, 2018

Thompson, Scott	FC	Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 05/14/2018 – 06/01/2018 (Consecutive Leave)
Verdugo, Manny	CC	PE Athletic Equipment Coordinator Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/01/2018 – 03/08/2018
Vorathavorn, Julie	CC	Health Services Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/16/2018 – 02/06/2018 (Consecutive Leave)
Wallace, Nadia	CC	Administrative Assistant II (67.5%) Parental Leave (AB2393) Paid Leave Using Sick and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 03/19/2018 – 04/05/2018 (Consecutive Leave)

ADMINISTRATIVE LEAVE OF ABSENCE WITH PAY

@00316409	FC	Classified Position (100%) Eff. 02/28/2018 until further notice
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 13, 2018

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? Not applicable.

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.c.1

Item No.

Professional Experts
March 13, 2018

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Aranda, Brittany	FC	Project Expert	FC Athletic Life Coach	26	02/28/2018	06/30/2018
Dizon, Emmanuel	FC	Project Coordinator	Web Development – BUS & CIS	10	02/14/2018	06/30/2018
Fueger, Mary Ann	FC	Technical Expert I	Optitex Workbook 3D	5	12/27/2017	01/26/2018
Giroux, Randall	FC	Technical Expert I	Fingerprint Specialist Training	5	03/07/2018	03/14/2018
Gulmesoff, Monika	NOCE	Project Coordinator	Mobility Coordinator	26	03/05/2018	05/23/2018
Harris, Remy	NOCE	Project Expert	Career Pathways Specialist	26	02/26/2018	03/23/2018
Harris, Remy	NOCE	Project Expert	Career Pathways Specialist	26	04/02/2018	06/22/2018
Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	04/02/2018	06/29/2018
Hughes, Deidre	FC	Project Coordinator	TAP Program Coordination and Implementation	15	02/20/2018	05/25/2018
Johnstone, Deborah	NOCE	Project Coordinator	SoCal Sheet Metal JATC	26	03/07/2018	03/22/2018
Klippenstein, Stephen	FC	Technical Expert II	Graphic Design	20	03/01/2018	05/31/2018
Levesque, Richard	FC	Project Coordinator	TAP Program Coordination and Implementation	15	02/20/2018	05/25/2018
Martinez, Randy	FC	Project Coordinator	Project Coordinator for Study Abroad	40	06/01/2018	06/30/2018
Saleh, Massoud	CC	Technical Expert II	Strong Workforce Initiative Funding	5	03/05/2018	06/29/2018
Shier, Carol	FC	Project Manager	Managing the Spring Semester of the Transfer Achievement Program	8	01/20/2018	06/30/2018
Surowski, Peter	FC	Technical Expert II	IEPI Presidents' Advisory Council (PAC) Reporting	26	03/14/2018	06/30/2018
Trujillo, Tamara	FC	Project Coordinator	TAP Program Coordination and Implementation	15	02/20/2018	05/25/2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: March 13, 2018
SUBJECT: Hourly Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.d.1

Item No.

Hourly Personnel
March 13, 2018

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Correa, Sophia	FC	Clerical/Secretarial - Assist in the Communications Department	03/14/18	06/13/18	TE A 1
Dotterman, Desiree	FC	Clerical/Secretarial - Assist with recruitment of Honors students	03/14/18	06/12/18	TE A 1
Dotterman, Sasha	FC	Clerical/Secretarial - Assist with recruitment of Honors students	03/14/18	06/12/18	TE A 1
Perales, Carlos	CC	Clerical/Secretarial - Assist in Bursar Fee Station	06/04/18	06/30/18	TE A 2
Saril, Sarah	CC	Clerical/Secretarial - Assist in Bursar Fee Station	05/15/18	06/30/18	TE A 2
Carey, Michael	CC	Direct Instr Support - Assist in the CyberPatriot program	02/20/18	05/19/18	TE A 3
Requena, Raesine	CC	Clerical/Secretarial - Assist in the Student Activities Office	02/28/18	05/25/18	TE A 3
Wilson, Brandi	FC	Clerical/Secretarial - Assist in the EOPS Office	03/14/18	06/13/18	TE B 3
Brown, Jordaan	FC	Tech/Paraprof - Art Model for Art Department classes	03/14/18	06/30/18	TE F 3

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Matty, Danny	CC	Direct Instr Support - Tutor for the Learning Resource Center	03/14/18	06/30/18	TE B 2
Morfin, Mayra	NOCE	Direct Instr Support - Tutor students with disabilities	03/16/18	06/15/18	TE A 2

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Guerrero, Ramon	FC	Service/Maint - Substitute for vacant Facilities Custodian I PN FCC990	02/25/18	05/22/18	TE B 2
Ruiz, Annabelle	CC	Service/Maint - Substitute for vacant Facilities Custodian I PN CCC747	01/29/18	02/07/18	TE A 1
Taylor-Parker, Kelan	FC	Clerical/Sec - Substitute for Classified employee on leave	03/05/18	03/09/18	TE A 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Azizi, Tina	CC	Full-time Student - Assist in the Admissions and Records Office	02/20/18	06/30/18	TE A 1

Hourly Personnel
March 13, 2018

Balin, Alex	CC	Full-time Student -Tutor in the Learning Resources Center	02/16/18	06/30/18	TE B 2
Cortez, Angelique	FC	Full-time Student - Tutor for the Strong Workforce Regional Grant	02/20/18	06/30/18	TE B 3
Giles, Brandon	FC	Full-time Student - Clerical assistance in the campus Writing Center	02/27/18	06/30/18	TE A 1
Goco, Mary	FC	Full-time Student - Student ambassador for the Transfer Achievement Prog.	02/28/18	06/30/18	TE A 1
Gonzalez, Margarita	FC	Full-time Student - Marine debris research project	02/23/18	06/30/18	TE B 3
Gutierrez A. Francis	FC	Full-time Student - Student ambassador for the Transfer Achievement Prog.	02/28/18	06/30/18	TE A 1
Jackson, Erica	FC	Tech/Paraprof – On call theater crew for campus/rental productions	03/14/18	06/30/18	TE B 3
Lee, Roy	CC	Full-time Student - Assist in the Admissions and Records Office	02/20/18	06/30/18	TE A 1
Lemus, Joshua	FC	Full-time Student - Assist Campus Safety with various duties	02/16/18	06/30/18	TE A 1
Lin, Tony	FC	Full-time Student - Tutor students in the campus Tutoring Center	02/26/18	06/30/18	TE A 2
Macias-Jacinto, G.	CC	Full-time Student -Tutor in the Learning Resources Center	02/12/18	06/30/18	TE B 1
Padilla, Evelyn	CC	Work Study Student - Assist in the Career Planning Center	02/21/18	06/30/18	TE A 1
Perrault, Roxanne	CC	Full-time Student - Assist in the Admissions and Records Office	02/20/18	06/30/18	TE A 1
Portillo, Ana	FC	Full-time Student - Tutor for the Incite Program	03/06/18	06/30/18	TE A 3
Salgado, Elizabeth	FC	Full-time Student - Clerical assistance in the campus Library	02/23/18	06/30/18	TE A 1
Sisante, Patrice	FC	Full-time Student - Tutor students in the campus Tutoring Center	02/27/18	06/30/18	TE A 1
Soriano, Kimberly	CC	Work Study Student - Assist in the Career Planning Center	02/21/18	06/30/18	TE A 1
Valdez, Elizabeth	CC	Work Study Student - Assist in the Transfer Center	02/26/18	06/30/18	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 13, 2018

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

Approved for Submittal

6.e.1

Item No.

Volunteer Personnel
March 13, 2018

Name	Site	Program	Begin	End
Hse, Yu-Wei	NOCE	Internship - ESL Program	02/21/2018	06/29/2018
Marquez, Noemi	FC	Counseling Dept - Puente Program	03/15/2018	05/25/2018
Samuels, Macleana	CC	Internship - Business & CIS Division	03/14/2018	05/26/2018
Tam, Hoi Lam	NOCE	Internship - ESL Program	03/21/2018	06/29/2018
Trujillo, Paul	FC	Technology & Engineering - Welding	02/23/2018	06/30/2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: March 13, 2017
SUBJECT: Nonclassified Short-Term Hourly Employee Salary Schedule

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: Effective January 1, 2019, the California minimum wage will be increased from \$11.00 to \$12.00 per hour. The attached salary schedule shows that adjustment effective for FY 2018-2019.

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board approve the revised Nonclassified Short-Term Hourly Employee Rate Schedule, effective July 1, 2018, which reflects an increase in the minimum wage.

Irma Ramos

Recommended by

Approved for Submittal

6.f.1

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NONCLASSIFIED SHORT-TERM HOURLY EMPLOYEE RATE SCHEDULE

Effective July 1, 2018

CODE	EMPLOYMENT CATEGORY	RATE 1 Entry	RATE 2 Semi-Skilled	RATE 3 Skilled	RATE 4 Highly Skilled
TE A	Clerical and Technical Positions	\$ 41.00 12.00	\$ 42.00 13.00	\$ 43.00 14.00	\$ 44.00 15.00
TE B	Para-professional Positions	\$ 43.00 14.00	\$ 44.00 15.00	\$ 45.00 16.00	\$ 46.00 17.00
TE D	Interpreter for Deaf - Base Rate	\$ 22.00	\$ 28.00	\$ 36.00	\$ 42.00
TE E	Interpreter for Deaf - Differential Rate *	\$ 32.00	\$ 38.00	\$ 44.00	\$ 50.00
TE F	Model	\$ 20.00	\$ 22.00	\$ 26.00	\$ 28.00
TE G	Performance Accompanist	\$ 17.00	\$ 19.00	\$ 21.00	\$ 23.00
TE H	Athletic Program Assistant	\$ 41.00 12.00	\$ 43.00 14.00	\$ 45.00 16.00	\$ 47.00 18.00
TE I	Advanced Theater Technician	\$ 17.50	\$ 20.00	\$ 22.50	\$ 25.00
ME A	Certified Therapist	\$ 41.00 12.00	\$ 43.00 14.00	\$ 45.00 16.00	\$ 47.00 18.00
ME B	Health Services Specialist (RN)	\$ 25.00	\$ 28.00	\$ 33.00	\$ 36.00
ME C	Nurse Practitioner	\$ 40.00	\$ 45.00	\$ 50.00	\$ 55.00
ME D	Clinical Psychologist	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00
ME E	Physician/Psychiatrist	\$ 50.00	\$ 55.00	\$ 60.00	\$ 65.00
ME F	Medical Director	\$ 65.00	\$ 70.00	\$ 75.00	\$ 80.00

Rate placement is based on the requirements of the temporary job, and determined by the administrator.

* **Interpreter for Deaf Differential Rate may be approved when an individual interpreting assignment exceeds one and one-half hours and the assignment is not "teamed."**

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 13, 2018

SUBJECT: Resolution
Board of Trustees
Excused Absence

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

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

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

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

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

How does this relate to Board Policy: This item is in accordance with Board Policy 2725, Board Member Compensation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 17/18-12, Trustee Absence, verifying that Trustee Ed Lopez was absent on February 27, 2018 due to illness and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. A signed affidavit from Mr. Lopez verifying his absence due to illness will be on file in the Chancellor's Office.

Cheryl Marshall
Recommended by

Approved for Submittal

7.a.1
Item No.

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



Resolution 17/18-12, Trustee Absence

WHEREAS, Education Code Section 72425(c) states:

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

NOW, THEREFORE, BE IT RESOLVED that the Trustee named below was absent from the Regular Board meeting of February 27, 2018, due to illness, and therefore, eligible to receive compensation for the meeting held on that date.

TRUSTEE

Ed Lopez

AYES:

NOES:

ABSENT:

ABSTAINING:

DATE ADOPTED: March 13, 2018