



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

MEETING: Regular Meeting in March 2021

DATE: Tuesday, March 23, 2021, at 5:30 p.m.

PLACE: Zoom Teleconference

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

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

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

Public comments for Zoom teleconference meetings will only be accepted via email. Submissions should be sent to chancellor@nocccd.edu with “Public Comment” noted in the email subject line and must be received by 5:00 p.m. the day of the Board meeting. All submissions received will be read into the record at the Board meeting and must comply with the three-minute time limit.

The Board of Trustees reserves the right to change the order of the agenda items as the need arises.

All Board meetings, excluding closed sessions, shall be electronically recorded.

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience:** The Board respects the rights of members of the public to comment on matters under its jurisdiction. Members of the public may address the Board via email submissions which must be received by 5:00 p.m. the day of the Board meeting. All submissions received will be read into the record at the Board meeting and must comply with the three-minute time limit. The Board does not condone any defamatory accusations or complaints, including remarks which reflect adversely on the political, religious, or economic views, character, or motives of any person. Members of the audience bear the sole legal responsibility for any defamation actions that may be brought as a result of their comments or allegations.
- d. **Consider Non-Personnel block-vote items indicated by [] in Sections 3 & 4**
- e. **Consider Personnel block-vote items indicated by [] in Section 5**
Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion. An exception to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion and a separate vote.

Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public by contacting the Chancellor’s Office.

- f. **Chancellor’s Report**
Cares Campus Plaque Presentation to Cypress College

- g. **Comments:**
Chancellor's Staff
Resource Table Personnel
Members of the Board of Trustees

2. a. **Approval of Minutes of the Regular Meeting of March 9, 2021.**

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

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

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

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Chancellor

Per Section 54956.9(a)(d)(1) CONFERENCE WITH LEGAL COUNSEL: PENDING LITIGATION: One (1) potential case.

3. **FINANCE & FACILITIES**

[a] Authorization is requested for an institutional membership, to the Community College Facility Coalition for the period of April 1, 2021 through January 31, 2022, at a cost not to exceed \$1,317.

b. Authorization is requested to enter into a construction management multi-prime agreement for preconstruction services (Phase 1) in the amount not to exceed \$394,561.00, inclusive of reimbursables, with Sundt Construction, Inc. for the Fine Arts Building Renovation Project at Cypress College from March 24, 2021 through October 31, 2022.

4. **INSTRUCTIONAL RESOURCES**

[a] It is recommended that the Board approve the summary of curriculum changes for Fullerton College, to be effective Spring 2021, Summer 2021, Fall 2021 and Fall 2022.

5. **HUMAN RESOURCES**

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

Extension of Temporary Management Contract
 Change in Salary Classification
 Additional Duty Days
 Leaves of Absence
 Temporary Academic Hourly
 New Academic Management Job Description

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

Change to Resignation Date
 New Personnel
 Promotion
 Voluntary Changes in Assignment
 Stipend for Additional Administrative Duties
 Leaves of Absence

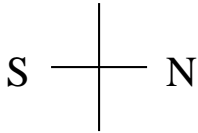
- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.
- [f] Request approval of a Salary Agreement between the Confidential Employees Group and the District for the 2021-22 and 2022-23 fiscal years, inclusive of all terms and conditions specified in the written Agreement.
- [g] Request approval of a Salary Agreement between the District Management Association and the District for the 2021-22 and 2022-23 fiscal years, inclusive of all terms and conditions specified in the written Agreement.
- h. Request approval to receive the District's initial proposal to the Adjunct Faculty United Successor Agreement as proposed and to set a public hearing.
- i. Request approval to receive the Adjunct Faculty United initial proposal to the District for a Successor Agreement as proposed and to set a public hearing.
- j. Request approval to receive the District's initial proposal to CSEA Chapter #167 for a Successor Agreement as proposed and to set a public hearing.

6. GENERAL

- a. It is recommended that the Board adopt proposed, revised BP 4235, Credit for Prior Learning.
- b. It is recommended that the Board adopt proposed, revised BP 2310, Regular Meetings of the Board.
- c. It is recommended that the Board adopt proposed, revised BP 2200, Board Duties and Responsibilities.
- d. It is recommended that the Board adopt the recommended state and federal legislative priorities for 2021.
- e. It is recommended that the Board review the Board of Trustees Assessment Instrument, make any appropriate changes, and re-adopt the instrument.

- f. It is recommended that the Board adopt Resolution No. 20/21-16, In Support of Equal Pay in California Community Colleges.
- g. It is recommended that the Board discuss any potential future Board agenda items.

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



Board Room Seating Arrangement

Trustees

Dr. Barbara Dunsheath,
President

Jacqueline Rodarte,
Vice President

Ed Lopez,
Secretary

Jeffrey P. Brown,
Board Member

Stephen T. Blount,
Board Member

Ryan Bent,
Board Member

Evangelina Rosales
Board Member

Ester Plavdjian,
Student Member CC

Dr. Cheryl A. Marshall,
Chancellor

Chloe Reyes,
Student Member FC

Alba Recinos,
Recording Secretary

Tonya Cobb,
Adjunct Faculty United

Fred Williams, Vice Chancellor
Finance & Facilities

Joseph Vasquez,
CSEA

Irma Ramos, Vice Chancellor
Human Resources

Christie Diep,
United Faculty

Constituent Groups

Chancellor's Staff

Dr. Cherry Li-Bugg, Vice Chancellor
Educational Services & Technology

Dr. Kim Orlijan,
FC Senate

Valentina Purtell,
President NOCE

Dr. Craig Goralski,
CC Senate

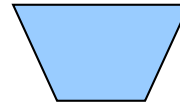
Dr. JoAnna Schilling,
President CC

Jennifer Oo,
NOCE Senate

Dr. Greg Schulz,
President FC

Lisa McPheron,
DMA

Kai Stearns,
Public & Governmental Affairs



Audience Seating

Entrance

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 23, 2021 Resolution _____
Information _____
Enclosure(s) _____

SUBJECT: Institutional Membership, Community
College Facility Coalition

BACKGROUND: Historically, the North Orange County Community College District has maintained memberships in state and national organizations that represent and serve the interests of community colleges. Each year, the District pays the membership dues for these organizations, many of which are oriented toward a specific instructional area or toward the instructional program in general. Many of them are required or strongly recommended as part of an accreditation, while others provide professional development to staff or establish linkages between the District and the business or private sector. The Board has delegated the approval process for memberships under \$1,000; consequently, items presented for approval are those memberships that exceed \$1,000.

Vice Chancellor, Fred Williams, is recommending a District membership to the Community College Facility Coalition with an annual institutional membership fee of \$1,317.

The Community College Facility Coalition (CCFC) is a statewide coalition composed of community college districts, facility planners, architects, developers, financial institutions, attorneys, and consultants. CCFC's major purpose is to advocate for adequate State and local revenues for facility construction and to provide comprehensive information regarding community college construction and funding issues. Membership of CCFC will have access to CCFC staff for individual inquires, community college capital outlay resources, regional workshops, discounts to annual conferences, education, and other networking opportunities to help meet the District's facility needs.

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

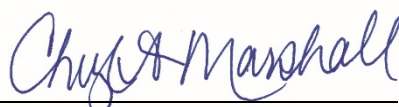
How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6100, Delegation of Authority.

FUNDING SOURCE AND FINANCIAL IMPACT: The membership dues will be charged to the appropriate fund and organization codes that best represent the purpose of the membership.

RECOMMENDATION: Authorization is requested for an institutional membership, to the Community College Facility Coalition for the period of April 1, 2021 through January 31, 2022, at a cost not to exceed \$1,317.

Fred Williams

Recommended by



Approved for Submittal

3.a

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution
DATE: March 23, 2021 Information
Enclosure(s)
SUBJECT: Enter into a Construction Management
Multi-Prime Agreement with Sundt
Construction, Inc. for the Fine Arts
Building Renovation Project at Cypress
College

BACKGROUND: In November 2020, Cypress College began design efforts for the Fine Arts Building Renovation Project that was approved for preliminary plans and working drawings in the 2020/21 State Budget. The submitted preliminary plans were approved by the State on February 19, 2021, and the college has been approved to progress to the working drawings phase of design with submission of the working drawings to the Division of the State Architect by August 1, 2021. The college is in need of construction management services to assist with preconstruction design and bidding services, as well as future construction management services during construction and closeout phases for the multi-prime construction contracts (project delivery method is construction manager multi-prime). During the preconstruction phase, the construction manager will collaborate with the Architect, District, and College on items, such as, but not limited to: constructability, costs, logistics, general condition requirements, value engineering, and schedule. In addition, under this agreement the construction manager will be responsible to oversee and manage the bidding phases for both the Swing Space and the Fine Arts Building Renovation projects.

In December 2020, the District Purchasing Department issued to thirty-eight (38) firms a Request for Proposals (RFP) for Construction Manager Multi-Prime services for the Fine Arts Building Renovation Project at Cypress College. On January 26, 2021, The District received seven (7) proposals from the following firms:

1. Balfour Beatty Construction
2. BN Builders
3. C.W. Driver
4. Gilbane
5. Prowest Constructors
6. Sundt Construction
7. Tilden-Coil Constructors

The Initial Selection Committee, consisting of the District Director of Facilities, Planning, & Construction (NOCCCD), Vice President of Administrative Services (CC), Interim Campus Capital Projects Manager (CC), and Director of Maintenance and Operations (CC), reviewed and scored the initial proposals.

The following three (3) firms were selected to move forward to phase two:

1. Balfour Beatty Construction
2. Sundt Construction, Inc
3. Tilden-Coil Constructors, Inc.

An interview was held with each finalist and the Final Selection Committee (consisting of the Initial Selection Committee, plus the Campus Capital Project Manager (CC) and two representatives from the Architect of Record, DLR Group) on February 11, 2021. The final score for each of the finalists was as follows:

Construction Management Firm	Committee Final Score
Balfour Beatty Construction	1,416
Tilden-Coil Constructors, Inc.	1,436
Sundt Construction, Inc.	1,473

The RFP consisted of preconstruction design and bidding phase services (“Phase 1”) as well as estimated costs for the future phases of construction general conditions, construction management profit/fee, and closeout activities (“Phase 2”). Below is the total fee summary for each of the finalists:

Construction Management Firm		Balfour Beatty	Sundt	Tilden Coil
PHASE 1	Preconstruction Design Phase	\$ 149,651	\$ 206,247	\$ 62,550
	Preconstruction Bid Phase	\$ 39,489	\$ 178,314	\$ 11,038
	A. SUBTOTAL	\$ 189,140	\$ 384,561	\$ 73,588
PHASE 2	Construction ¹	\$ 1,717,079	\$ 2,077,732	\$ 1,400,174
	Post-Construction (Closeout Phase) ¹	\$ 57,075	\$ 124,876	\$ 57,075
	B. SUBTOTAL	\$ 1,774,154	\$ 2,202,608	\$ 1,457,249
	Profit as a % of total multi-prime packages ²	3.75%	1.81%	3.75%
	Assumed Construction Value ³	\$ 31,000,000	\$ 31,000,000	31,000,000
	C. SUBTOTAL	\$ 1,162,500	\$ 561,100	\$ 1,162,500
A + B + C TOTAL⁴		\$ 3,125,794	\$ 3,148,269	\$ 2,693,337

¹ Costs indicated are estimates only. Final cost, which will include general conditions, general requirements, and total cost of the CM fee based on the pre-negotiated profit percentage will be determined upon receipt of bids and presented to the Board of Trustees for separate approval action.

² Profit percentage will be fixed throughout duration of Phase 1 and Phase 2 agreements.

³ Assumed construction value is based on the current cost estimate from the Schematic Design phase estimate and is subject to change.

⁴ Subject to change based on actual construction value. Confirmed cost will proceed under separate Phase 2 agreement.

While Tilden-Coil’s aggregate fee proposal was considerably lower than the other two finalists, after closer analysis, it was determined the proposal did not include sufficient hours for the services required for this complex project. The committee carefully considered and reviewed critical proposal factors including proper inclusion of the scope of work, price, experience, past performance, and proposed schedule. After evaluation of the proposals and interviews, the committee chose Sundt Construction, Inc. as the construction management firm for the Fine Arts Building Renovation Project at Cypress College.

The college is seeking to award the construction management preconstruction services (Phase 1) at a total not to exceed amount of \$394,561.00, which includes a reimbursable expense allowance of \$10,000.00, added by the college. Upon approval by the State to move to the construction phase, the college will return to the Board for approval to award the construction and post-construction services (phase 2), estimated at \$2,763,708.00 (including a fixed profit percentage of 1.81% based on the actual bid value and general conditions which are subject to change).

This Board agenda item is submitted by Alexander Porter, Cypress College, Vice President, Administrative Services & Allison Coburn, Project Manager, Campus Capital Projects.

How does this relate to the five District Strategic Directions? This item responds to Direction #3 - Stewardship of Resources: NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning and Direction #5 - Physical Environment: NOCCCD will be a leader in creating accessible and sustainable facilities that support student and employee success.


How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: Costs for these services will be charged to Measure J and State allocated bond funds (Proposition 51).

RECOMMENDATION: Authorization is requested to enter into a construction management multi-prime agreement for preconstruction services (phase 1) in the amount not to exceed \$394,561.00, inclusive of reimbursables, with Sundt Construction, Inc. for the Fine Arts Building Renovation Project at Cypress College. The term of the agreement shall be effective March 24, 2021 through October 31, 2022. 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

3.b.3

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	March 23, 2021	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Fullerton College Curriculum Matters	Enclosure(s)	<u> X </u>

BACKGROUND: The Office of Instruction and the Curriculum Committee at Fullerton College and the District Curriculum Coordinating Committee have approved the attached summary of curriculum changes. All changes serve the mission of Fullerton College and are within the allocated budget for staff and facilities.

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; and (6) 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 prior to submission to the District Curriculum Coordinating Committee.

This agenda item is submitted by Dr. Jennifer Combs, Fullerton College Curriculum Committee Chair and Dr. José Ramón Núñez, Vice President, Instruction.

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

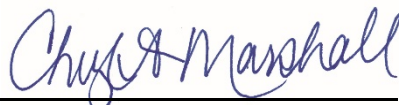
How does this relate to Board Policy: The curricula are being submitted to the Board for approval as outlined in Board Policy 4020, Program and Curriculum Development.

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for all curricula comes from the campus general fund.

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum changes for Fullerton College, to be effective Spring 2021, Summer 2021, Fall 2021, and Fall 2022. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg

Recommended by



Approved for Submittal

4.a.2

Item No.



Board of Trustees
 Agenda Attachment
March 23, 2021 | DCCC Approved on February 19, 2021

Proposed for CSU GE			
COURSE ID	COURSE TITLE	EFF DATE	JUSTIFICATION
ETHS 101F	American Ethnic Studies	Fall 2021	This fulfills the new CSU graduation requirement: students who enroll for the first time in Fall 2021 in a CSU institution will need to complete a 3-unit course in Ethnic Studies as part of their baccalaureate degree.
ETHS 101HF	American Ethnic Studies		
ETHS 111F	Women of Color in the U.S.		
ETHS 129F	Introduction to African-American Studies		
ETHS 130F	African-American History I		
ETHS 131F	African-American History II		
ETHS 150F	Introduction to Chicana/o Studies		
ETHS 151F	Chicana/o History I		
ETHS 152F	Chicana/o History II		
ETHS 153F	Chicana/o and Latina/o Contemporary Issues		
ETHS 153HF	Honors Chicana/o and Latina/o Contemporary Issues		
ETHS 159F	Introduction to American Indian Studies		
ETHS 160F	History of the Native Americans		
ETHS 170F	Introduction to Asian Pacific Islander American Studies		
ETHS 171F	Asian Pacific Islander American History		
ETHS 202F	Race, Ethnicity, and Popular Culture		
ETHS 235 F	Contemporary Social Justice Movements		
ETHS 235HF	Honors Contemporary Social Justice Movements		

Proposed for Distance Education			
COURSE ID	COURSE TITLE	EFF DATE	JUSTIFICATION
AJ 050 F	sUAV Accident Reconstruction	Spring 2021	This course is proposed for Distance Ed.
AJ 084 F	Domestic Violence	Spring 2021	This course is proposed for Distance Ed.
PE 240 F	Sports Officiating	Spring 2021	This course is proposed for Distance Ed.
PLEG 225 F	Law Office Management	Summer 2021	This course is proposed for Distance Ed.
PHOT 112 F	Introduction to Professional Digital Photography	Fall 2021	This course is proposed for Distance Ed.
PHOT 224 F	Business Practices for Photography	Fall 2021	This course is proposed for Distance Ed.
PHOT 227 F	Social Media and Still Photography	Fall 2021	This course is proposed for Distance Ed.
PHOT 217 F	Applied Digital Photography	Fall 2021	This course is proposed for Distance Ed.

PHOT 290 F	Internship in Photography I	Fall 2021	This course is proposed for Distance Ed.
PHOT 291 F	Internship in Photography II	Fall 2021	This course is proposed for Distance Ed.
PHOT 292 F	Internship in Photography III	Fall 2021	This course is proposed for Distance Ed.
PHOT 293 F	Internship in Photography IV	Fall 2021	This course is proposed for Distance Ed.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
FOOD 170 F Vegetarian Cooking and Nutrition	Units: 2 Lecture: 1 Laboratory: 3 GE: CSU Transfer Course Yes	20	Students require individualized supervision due to mandated sanitary standards and safety concerns. Intensive individualized instruction and supervision of food preparation and cooking projects are required. Individual student presentations are included in the lab activities. A larger class would not allow for the presentation and necessary supervision.	2021 Fall	This course replaces Food 70 F.
NUTR 220 F Sports Nutrition	Units: 3 Lecture: 3 Laboratory: 0 Advisory: NUTR 210 F NUTR 210HF or GE: Associate Degree General Education Requirements Area E: Lifelong Learning and Self-Development	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2022 Fall	New course to meet student interest in sports nutrition. Proposed for distance ed online/hybrid. Proposed for CSU GE Area E and AA GE Area E.

REVISED COURSES

COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ARCH 125 F Design Studio I Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> ○ Advisory: <ul style="list-style-type: none"> ● ARCH 113 F ○ Prerequisite: <ul style="list-style-type: none"> ● ARCH 111 F ● Add Distance Education(hybrid) ● Add Distance Education(online) ● Advisory Addition ● Catalog Description Update ● Method of Instruction ● Prerequisite Revision ● Textbooks 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g., problem sets, scientific experiments, vocational skills, lab reports)	2022 Fall	Six-Year Review. Textbooks. Proposed for Distance Ed (hybrid and online). ARCH 111 F was added as a prerequisite.
ARCH 215 F Design Studio II Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> ○ Prerequisite: <ul style="list-style-type: none"> ● ARCH 125 F ● Method of Instruction ● Prerequisite Validation ● Textbooks 	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2022 Fall	Six-Year Review. Textbooks. ARCH 125 F was added a prerequisite.
ARCH 225 F Design Studio III Units: 4 Lecture: 3 Laboratory: 3	<ul style="list-style-type: none"> ○ Prerequisite: <ul style="list-style-type: none"> ● ARCH 215 F ● Add Distance Education(hybrid) ● Add Distance Education(online) ● Method of Evaluation ● Method of Instruction ● Prerequisite Validation ● Six-Year Review ● Textbooks 	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Six-Year Review. Textbooks. Proposed for Distance Ed (hybrid and online). ARCH 215 was added as a prerequisite.
AUTO 084 F Automatic Transmissions Units: 8 Lecture: 6 Laboratory: 6	<ul style="list-style-type: none"> ○ Advisory: <ul style="list-style-type: none"> ● AUTO 131 F ● Advisory Addition ● Assignments Revision ● Catalog Description Update ● Course Content (that do not change the overall scope of the course) ● Method of Evaluation ● Method of Instruction ● Objectives Revision 	20	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports). Automotive Advisory Committee recommended a 20 student maximum class	2021 Fall	Six-Year Review. Reviewed and revised course information overall to align with academic and industry standards per industry advisory input recommendations to better serve students. Revised advisory format per recommendation of committee. Revised and aligned entry skill

REVISED COURSES

COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> ● SAMS Code Revision ● Schedule Description Update ● Six-Year Review ● Student Learning Outcomes ● TOPS Code Revision ● Textbooks 		<p>size because of the intensity of laboratory activities. Minutes are attached in which the advisory committee discussed and compared the training class sizes of vehicle manufacturers (some of which are committee members). They concluded that the safe and effective teaching of students in the area of automotive technology is no more than 20 students per instructor. This class is taught with a rigorous laboratory component with work conducted on live vehicles. A close supervision by the instructor is needed and more than 20 students would negatively effect this aspect of safe supervision by the instructor.</p>		<p>requirements with the revised and approved AUTO 131 F course. Revised the language of the student learning outcomes. Updated library resources with "Films On Demand" subscription. Added comparable course information from Rio Hondo College. SAMS Code changed from "B" to "C" because this course does not have a prerequisite.</p>
<p>AUTO 086 F Automatic Transmission Fundamentals</p> <p>Units: 3 Lecture: 2 Laboratory: 3</p>	<ul style="list-style-type: none"> ○ Advisory: <ul style="list-style-type: none"> ● AUTO 131 F ● Advisory Addition ● Advisory Validation ● Assignments Revision ● Catalog Description Update ● Course Content (that do not change the overall scope of the course) ● Method of Evaluation ● Method of Instruction ● Objectives Revision 	<p>20</p>	<p>Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports). Automotive Advisory Committee recommended a 20 student maximum class size because of the</p>	<p>2021 Fall</p>	<p>Six year review. Reviewed and revised course information overall to align with academic and industry standards per industry advisory input recommendations to better serve students. Updated Textbooks to meet requirements of current automotive industry trends. Revised the student learning outcomes to better represent</p>

REVISED COURSES

COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> ● Schedule Description Update ● Six-Year Review ● Student Learning Outcomes ● Textbooks 		<p>intensity of laboratory activities. Minutes are attached in which the advisory committee discussed and compared the training class sizes of vehicle manufacturers (some of which are committee members). They concluded that the safe and effective teaching of students in the area of automotive technology is no more than 20 students per instructor. This class is taught with a rigorous laboratory component with work conducted on live vehicles. A close supervision by the instructor is needed and more than 20 students would negatively affect this aspect of safe supervision by the instructor.</p>		<p>the instructional content. Added a comparable course to the Comparable Course section. Added "Films On Demand" to the library resources.</p>
<p>ENVS 105 F Environmental Biology</p> <p>Units: 3 Lecture: 3 Laboratory: 0</p>	<ul style="list-style-type: none"> ● Method of Evaluation ● Six-Year Review ● Textbooks 	45	<p>The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.</p>	2021 Fall	Six Year Review. Textbooks.
<p>PE 223 F Pilates Mat I</p> <p>Units: 1 Lecture: 0 Laboratory: 3</p>	<ul style="list-style-type: none"> ● CIP Code Revision ● Catalog Description Update ● Course Content (that do not change the overall scope of the course) ● Method of Instruction ● Objectives Revision ● Schedule Description Update 	25	<p>Most of the time students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.</p>	2021 Fall	Six Year Review. Textbooks.

REVISED COURSES

COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> ● Student Learning Outcomes ● TOPS Code Revision ● Textbooks 				
THEA 253 F Advanced Theatre Crafts Lab Units: 1-2 Lecture: 0 Laboratory: 3-6	<ul style="list-style-type: none"> ○ Prerequisite: <ul style="list-style-type: none"> ● THEA 252 F ● Assignments Revision ● CIP Code Revision ● Catalog Description Update ● Course Content (that do not change the overall scope of the course) ● Objectives Revision ● Prerequisite Validation ● Six-Year Review ● Student Learning Outcomes ● Textbooks 	15	Through project based learning, the instructor of this course supervises and instructs students on an individual basis while the students are engaged in practicing the skill(s) they are learning. During the laboratory sessions students will hang, focus, circuit and color lighting equipment, climb ladders, use mast and scissor lifts while working overhead. Students will use the lighting and rigging systems of the theatres in the Theatre Arts building.	2021 Fall	Six-Year Review. Textbook. Added THEA 252 F as prerequisite.

COURSE DEACTIVATION

COURSE ID	EFF DATE	JUSTIFICATION
FOOD 070 F	2021 Fall	Course DEACTIVATION. This course will be replaced by FOOD 170 F. This course (FOOD 070 F) has a program impact: Nutrition and Foods Skills Certificate, which will need to be revised in order to reflect the deletion.
GEOG 170 F	2021 Fall	COURSE DEACTIVATION. Discipline faculty contend this course is not necessary or beneficial for their degree programs. Urban Geography is a 300-level course at the CSU. Deletion impacts the Geography Associate in Arts degree (restricted elective): curriculum admin update.

NEW DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
Accounting	<p>Financial Accounting Certificate</p> <p>The Financial Accounting Certificate program emphasizes developing an advanced understanding of accounting principles, analytical skills and the capacity to solve problems. The objective of the program is to prepare students for a professional entry-level career within a focus area of accounting by building both technical and soft skills. Some career opportunities include accountant, bookkeeper, data-entry clerk, financial staff accountant, cost accountant, and general office clerk. A minimum grade of C is required in each course taken. This certificate requires 18 units.</p> <p>Required courses (15 units)</p> <p style="text-align: center;">Units</p> <p>ACCT 101AF Financial Accounting 5</p> <p>or</p> <p>ACCT 102HF Honors Financial Accounting 5</p> <p>ACCT 201AF Intermediate Accounting 5</p> <p>ACCT 201BF Intermediate Accounting 5</p> <p>Restricted Electives (3 units)</p> <p style="text-align: center;">Units</p> <p>ACCT 107 F Computerized Accounting with QuickBooks 3</p> <p>ACCT 110 F Payroll Accounting 3</p> <p>ACCT 203 F Auditing 3</p> <p>ACCT 204 F Analysis of Financial Statements 3</p> <p>ACCT 205 F Ethics in Accounting 3</p> <p>ACCT 230 F Excel for Accountants 3</p> <p>Total Units 18</p>	2021 Fall	New certificate to help students get jobs in the accounting field and/or prepare them for an internship.
Business	Business Economics Certificate	2021 Fall	A new program to increase student interest in business and economics.

NEW DEGREES/CERTIFICATES																													
DEGREE		EFF DATE	JUSTIFICATION																										
	<p>The Business Economics certificate program is designed to explore critical economic concepts relevant to building strong business foundations and effective decision-making skills. Students gain an extensive understanding of labor markets, international trade, lending markets, and currency exchange, as well as competition between companies. Students explore how to make predictions about how prices and quantities will change when market conditions fluctuate and explore different models for pricing, production, and market analysis. This program is designed to help students get an entry-level job as a business analyst, personal financial adviser, financial or budget analyst, sales management and more. As an emerging business leader, the student will be able to start with the core economic tools and can apply them to success in today's evolving competitive business landscape. A minimum grade of C is required in each course taken. This certificate requires 16-18 units.</p> <p>Select courses from the following for a total of 16-18 units</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td></td> <td style="text-align: center;">Units</td> </tr> <tr> <td>ECON 101 F Principles of Economics - Micro</td> <td style="text-align: center;">3</td> </tr> <tr> <td>or</td> <td></td> </tr> <tr> <td>ECON 101HF Honors Principles of Economics - Micro</td> <td style="text-align: center;">3</td> </tr> <tr> <td>ECON 102 F Principles of Economics-Macro</td> <td style="text-align: center;">3</td> </tr> <tr> <td>or</td> <td></td> </tr> <tr> <td>ECON 102HF Honors Principles of Economics-Macro</td> <td style="text-align: center;">3</td> </tr> <tr> <td>ACCT 101AF Financial Accounting</td> <td style="text-align: center;">5</td> </tr> <tr> <td>or</td> <td></td> </tr> <tr> <td>ACCT 102HF Honors Financial Accounting</td> <td style="text-align: center;">5</td> </tr> <tr> <td>ACCT 101BF Managerial Accounting</td> <td style="text-align: center;">5</td> </tr> <tr> <td>BUS 100 F Introduction to Business</td> <td style="text-align: center;">3</td> </tr> <tr> <td>BUS 101 F Personal Financial Management</td> <td style="text-align: center;">3</td> </tr> </table>		Units	ECON 101 F Principles of Economics - Micro	3	or		ECON 101HF Honors Principles of Economics - Micro	3	ECON 102 F Principles of Economics-Macro	3	or		ECON 102HF Honors Principles of Economics-Macro	3	ACCT 101AF Financial Accounting	5	or		ACCT 102HF Honors Financial Accounting	5	ACCT 101BF Managerial Accounting	5	BUS 100 F Introduction to Business	3	BUS 101 F Personal Financial Management	3		
	Units																												
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BUS 100 F Introduction to Business	3																												
BUS 101 F Personal Financial Management	3																												

NEW DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
	BUS 151 F Business Mathematics 3 BUS 162 F Business Economics 3 BUS 201 F Financial Investments 3 BUS 251 F Business Finance 3 Total Units 16 – 18		
Computer Information Systems	<p>Cyber Security Associate in Science Degree</p> <p>The Cyber Security Associate in Science Degree provides the skills for students to become highly skilled computer systems security professionals and to train individuals for entry-level positions as data security analyst, systems security administrators, and network security administrators. In this program, students will master the latest security technologies and will examine the issues of information security awareness, network security hardware, systems and network security planning and defense, network security organization, and the legal and ethical issues associated with cybersecurity. This degree requires 33 units in the major in addition to other degree requirements.</p> <p>Required Courses (33 units) Units</p> CIS 107 F Introduction to Operating Systems 3 CIS 109 F Personal Computer Security 2 CIS 160 F Introduction to Cyber Security 3 CIS 165 F Introduction to Incident Response 3 CIS 166 F Cyber Security and Operating Systems 3 CIS 168 F Cyber Security Software Tools 3 CIS 180 F Introduction to Networking Concepts 4 CIS 183 F Network Security Fundamentals 3 CIS 222 F Computer Scripting	2021 Fall	Cybersecurity is one of the fastest growing industries for business and federal government computer systems. Recommended by the Business Division advisory group, the Cyber Security AS degree will provide students with required skills and will help them obtain an entry level position in the field of Cybersecurity or transfer to a University program.

NEW DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
	<p style="text-align: center;">3</p> <p>CIS 290 F Linux / UNIX Operating System</p> <p style="text-align: center;">3</p> <p>CIS 171 F Ethical Hacking</p> <p style="text-align: center;">3</p> <p>Total Units</p> <p>33</p>		
Journalism	<p>Multimedia Journalism Certificate</p> <p>The Multimedia Journalism Certificate is designed to help students learn skills needed in today's high-tech media world. The courses will teach students how to tell stories in multiple media and publish effectively online. It will help students prepare for employment as multimedia reporters, editors and/or web producers. This certificate requires a total of 24-25 units. A minimum grade of C is required for each course taken.</p> <p>Required Courses: 18 units</p> <p style="text-align: center;">Units</p> <p>JOUR 101 F Reporting and Writing</p> <p style="text-align: center;">3</p> <p>JOUR 150 F Social Media Communications</p> <p style="text-align: center;">3</p> <p>JOUR 210 F Multimedia Reporting</p> <p style="text-align: center;">3</p> <p>JOUR 221 F Introduction to Visualizing Data</p> <p style="text-align: center;">3</p> <p>JOUR 230 F Virtual Reality Storytelling</p> <p style="text-align: center;">3</p> <p>CRTV 122 F Audio Production Techniques</p> <p style="text-align: center;">3</p> <p>Restricted Electives: 6-7 units</p> <p style="text-align: center;">Units</p> <p>CIS 152 F Web Design I</p> <p style="text-align: center;">3</p> <p>CIS 157 F Web Design II</p> <p style="text-align: center;">3</p> <p>CIS 106 F Beginning Spreadsheet (MS Excel)</p> <p style="text-align: center;">3</p> <p>CIS 111 F Introduction to Information Systems</p> <p style="text-align: center;">4</p> <p>CIS 111HF Honors Introduction to Information Systems</p>	2021 Fall	This new certificate has been recommended by the Journalism Department Advisory Committee and will help students show knowledge and experience in the technical skills that are needed for success in the advancing world of media.

NEW DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
	<p style="text-align: center;">4</p> <p>CIS 255 F Web Page Multimedia Design II</p> <p style="text-align: center;">3</p> <p>CRTV 157 F Digital Production/Non-Linear Editing for Video/Film</p> <p style="text-align: center;">3</p> <p>CRTV 164 F Advanced Digital Production/Non-Linear Editing for Video</p> <p style="text-align: center;">3</p> <p>CIS 205 F Advanced Spreadsheet (MS Excel)</p> <p style="text-align: center;">3</p> <p>DART 102 F Introduction to Web Graphics</p> <p style="text-align: center;">3</p> <p>DART 105 F Fundamentals of Digital Media Design</p> <p style="text-align: center;">3</p> <p>DART 180 F Digital Video</p> <p style="text-align: center;">3</p> <p>DART 182 F Motion Graphics and Special Effects</p> <p style="text-align: center;">3</p> <p>JOUR 102 F Advanced Reporting and Writing</p> <p style="text-align: center;">3</p> <p>JOUR 215 F UAV/Drone Reporting</p> <p style="text-align: center;">3</p> <p>JOUR 222 F Introduction to News Media Production</p> <p style="text-align: center;">3</p> <p>Total Units</p> <p style="text-align: center;">24 – 25</p>		
Machine Technology	<p>Conversational Programming Skill Certificate</p> <p>The Conversational Programming Skills Certificate is designed to prepare students for entry-level employment in the CNC programming field and/or manufacturing field. The courses in this program focus on conversational programming methods and technique. This Certificate program is also designed to enhance the skills of individuals already in the CNC/machining and manufacturing field that have a desire to learn more about conversational controls in the manufacturing trade. The student is required to complete a total of 11 units. At least one half of the units toward the certificate must be</p>	2021 Fall	This is a new certificate designed for students that wish to pursue skills or update their skills in Conversational Programming. For many years, the concept of programming the CNC machine tool at the controller was thought of as inefficient and tedious. When orders of a small lot size were to be produced, the choice was almost always manual machines. Today, this is not the case, largely because of the advances in conversational programming. Conversational programming is becoming more widely used throughout the industry and is available as standard on many machine

NEW DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
	<p>completed at Fullerton College. A minimum grade of C or better is required for each course taken.</p> <p>Required Courses (11 units) Units</p> <p>MACH 101 F Introduction to Machine Tools 5</p> <p>MACH 105 F Conversational Programming I 3</p> <p>MACH 106 F Conversational Programming II 3</p> <p>Total Units 11</p>		<p>tool controllers. Its major advantage is that it gives the machinist the ability to write programs at the machine quickly and easily. Typically, the process includes a sequence of questions the machinist/programmer must answer, sometimes called "question answer format" or "prompting". As these questions are answered, the program is constructed. Most controls with this capability also allow the machinist/programmer to graphically check the tool path to verify the program. If the program has flaws or missing information, the controller will not execute the tool path and the programmer must remedy the problem. Once this is done and the tool path, set-up and program are verified as corrected the machinist/programmer can proceed.</p>
Technology-Related Courses	<p>Electro-Mechanical Technician Certificate</p> <p>The Electro-Mechanical Technician Certificate is designed to provide fundamental, hands-on training on industrial systems and equipment. Students will study the basic principles, applications, concepts and functions of electro-mechanical processes associated with new or modify electrical or mechanical parts for products, such as industrial machinery or equipment from various industries such as petroleum, aerospace, aircraft, medical, bio-medical, autonomous systems, robotics, ocean exploration, or waste reclamation and removal. Typical duties of an electro-mechanical technician may include operation, testing, maintaining, or calibrating tools, equipment, automated systems, servo-mechanical, or electro-mechanical equipment. This certificate requires a total of 32-34 units. A minimum grade of C is required in each course taken. At least one half of the units toward the certificate must be completed at Fullerton College.</p> <p>Required Courses (24 units) Units</p>	2021 Fall	New certificate to prepare students for jobs in this industry.

NEW DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION
	DRAF 944 F Solidworks 3		
	MACH 116 F Machine Tools 2		
	MACH 180 F Introduction to Metrology 3		
	TECH 081 F Technical Mathematics I 3		
	TECH 131 F Basic Electricity and Basic Electronics 2		
	TECH 132 F Basics of Electric Motor Controls 2		
	TECH 135 F Introduction to Programmable Logic Controllers 2		
	TECH 136 F Computer Integrated Manufacturing and Advanced PLC 3		
	TECH 137 F Electronic Instrumentation and Networking 2		
	TECH 138 F Electronic Instrumentation and Networking II 2		
	Restricted Electives (8-10) Units		
	BIOL 194 F Quality and Regulatory Compliance in the Biosciences 2		
	DRAF 101 F Blueprint Reading for Manufacturing 2		
	DRAF 140 F AutoCAD For Industry 3		
	DRAF 141 F Advanced CAD for Industry 3		
	DRAF 171 F Fundamentals of Drafting 2		
	DRAF 173 F Geometric Dimensioning and Tolerancing 2		
	DRAF 945 F Advanced Solidworks 3		
	METL 192 F Fundamentals of Metallurgy 3		
	MACH 101 F Introduction to Machine Tools 5		

NEW DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
	MACH 102 F Intermediate Machine Tools 5		
	MACH 104 F Advanced Topics in Machine Technology 5		
	MACH 110 F CNC Machine Set-Up and Operation 3		
	MACH 115 F CNC Parts Programming 3		
	MACH 150 F CNC Programming Using Mastercam 3		
	MACH 182 F Introduction to CMM Inspection and Romer Arms 3		
	MACH 184 F Advanced CMM and Romer Arm Inspection 3		
	PRNT 101 F Introduction to Printing 3		
	TECH 127 F Industrial Safety 2		
	TECH 150 F Basic Drone Piloting 2		
	TECH 151 F Applied Drone Piloting 3		
	WELD 100 F Introduction to Welding 3		
	Total Units 32 – 34		
Technology-Related Courses	<p>Unmanned Aerial Systems Piloting Certificate</p> <p>The Unmanned Aerial Systems Piloting Certificate is designed to provide the student with a strong foundation and employment skills needed for safely flying drones in the commercial unmanned aerial industry. The training within this program will develop a student's understanding of proper and safe piloting, weather effects on aircraft, federal airspace, and regulations, as well as ethical issues regarding drones. A student must possess the FAA Part 107 Remote Pilot Certificate before earning this certificate.</p>	2021 Fall	This is a skills certificate that is part of the new drone program. The certificate trains traditional students and working professionals on how to properly and safely fly a drone.

NEW DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
	<p>This certificate requires a total of 6-7 units. A minimum grade of C is required in each course taken.</p> <p>Required Courses - 6-7 units Units</p> <p>TECH 150 F Basic Drone Piloting 2</p> <p>or</p> <p>TECH 151 F Applied Drone Piloting 3</p> <p>TECH 080 F Federal Aviation Administration Drone Pilot Test Preparation 1</p> <p>ESC 105 F Introduction to Weather and Climate 3</p> <p>Total Units 6-7</p>		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Automotive	<ul style="list-style-type: none"> • Catalog Description Update • Course Title Revision • Course Unit Revision 	<p>Automotive Chassis Specialist Certificate</p> <p>The Automotive Chassis Specialist Certificate is designed to provide the student with entry level employment skills needed in the area of automotive chassis repair. A student can seek employment in new car dealerships, specialty repair shops, and franchise automotive repair facilities with the theory of operation and repair skills addressed in these three required courses. The Automotive Chassis Specialist Certificate Program requires a total of 22-24 units of which 20 units are in required courses.</p> <p>Required Courses (20 units)</p>	2021 Fall	Update title of AUTO 065 F. Correct AUTO 051 F to 2-4 units (no revision to program units).

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p style="text-align: center;">Units</p> <p>AUTO 065 F Automotive Electrical and Electronic Systems 5</p> <p>AUTO 073 F Brake Systems Repair 7</p> <p>AUTO 083 F Brake and Suspension Systems Repair 8</p> <p>Restricted Electives (2-4 units) Units</p> <p>AUTO 050 F Automotive Specialty Practice 2</p> <p>AUTO 051 F Internship in Automotive 2 - 4</p> <p>Total Units 22 – 24</p>		
Business	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision 	<p>Entrepreneurship Certificate</p> <p>The Entrepreneurship Certificate is designed to prepare students with key considerations for starting and managing a business. We will guide you step-by-step through solid business planning. Upon program completion, students will have a business plan and the skills necessary to seek funding to start or expand a business. A minimum grade of C is required in each course taken. This certificate requires 22-25 units.</p> <p>IDEATION/ENTREPRENEURSHIP CORE COURSES (6 units)</p> <p style="text-align: center;">Units</p> <p>BUS 180 F Small Business Management 3</p> <p>or</p>	2021 Fall	Updated courses and total units.

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>BUS 181 F The Entrepreneurial Mindset 3</p> <p>BUS 185 F Creativity Matters! 3</p> <p>BUS 187 F Innovation and New Product Development 3</p> <p>BUS 188 F Introduction to the Internet of Things Product Development 3</p> <p>ACCOUNTING: Choose one course from the following for a total of 3-5 units: Units</p> <p>ACCT 001 F Accounting for Small Business 3</p> <p>ACCT 101AF Financial Accounting 5</p> <p>or</p> <p>ACCT 102HF Honors Financial Accounting 5</p> <p>E-COMMERCE/WEBSITE: Choose one course from the following for a total of 3 units: Units</p> <p>BUS 170 F Principles of E-Business 3</p> <p>BUS 182 F Mobile Applications (APPS) for Business 3</p> <p>CIS 152 F Web Design I 3</p> <p>LEGAL: Choose one course from the following for a total of</p>		

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>3 units: (See a counselor for determination of correct course)</p> <p align="center">Units</p> <p>BUS 240 F Legal Environment of Business</p> <p align="center">3</p> <p>BUS 240HF Honors Legal Environment of Business</p> <p align="center">3</p> <p>BUS 245 F Business Law I</p> <p align="center">3</p> <p>MANAGEMENT: Choose one course from the following for a total of 3-4 units:</p> <p align="center">Units</p> <p>BUS 112 F Public Speaking for Business</p> <p align="center">4</p> <p>BUS 180 F Small Business Management</p> <p align="center">3</p> <p>BUS 262 F Principles of Management</p> <p align="center">3</p> <p>BUS 266 F Human Relations in Organizations</p> <p align="center">3</p> <p>BUS 267 F Principles of Supervision</p> <p align="center">3</p> <p>BUS 268 F Human Resource Management</p> <p align="center">3</p> <p>BUS 271 F Leadership and Business Ethics</p> <p align="center">3</p> <p>MARKETING: Choose one course from the following for a total of 3 units:</p> <p align="center">Units</p> <p>MKT 100 F Introduction to Marketing</p>		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>3 MKT 103 F Principles of Advertising</p> <p>3 MKT 151 F Digital Marketing</p> <p>3 MKT 201 F Small Business Promotions</p> <p>3 BUS 224 F International Marketing</p> <p>3</p> <p>ENTREPRENEURSHIP SPECIAL TOPICS (ELECTIVES): Choose courses from the following for a total of 1 unit:</p> <p>Units</p> <p>BUS 186 F Funding Special Projects and New Ventures</p> <p>1</p> <p>Total Units 22 - 25</p>		
Environmental Sciences	<ul style="list-style-type: none"> Six-Year Review 	<p>Environmental Sciences Associate in Science Degree</p> <p>The Environmental Sciences Associate in Science Degree program emphasizes the development of skills in natural history and ecology. Specified coursework trains students to identify, describe, and analyze natural environments in terms of native species and ecological processes. The program's many field-oriented lecture and laboratory courses investigate a variety of natural settings including chaparral, woodland, estuary, coastal ocean, island, desert, and mountain environments. Accompanying lecture courses provide the theoretical foundation to support comprehensive field studies. The Environmental Sciences Associate in Science Degree is designed to provide students with a</p>	2021 Fall	This revision attempts to expand the departments focus on natural history that was initiated during the last six year review, while making it easier for students to complete the degree in two years and acquire more of the courses that are often required by Environmental Science programs at four year institutions. Program revisions leverage the strengths of the Environmental Science Department and other related disciplines to create a program that consists of courses that emphasize natural history, biological, ecological, and environmental concepts. Expanded course choices allow students to

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>breadth and depth of both conceptual and field-oriented knowledge. This degree requires a total of 22-26 units in the major in addition to other graduation requirements.</p> <p>Required Courses (8 units) Students must take all 8 units from the following list.</p> <p style="text-align: center;">Units</p> <p>ENVS105 F Environmental Biology 3</p> <p>ENVS105LF Environmental Biology Lab 1</p> <p>ESC130LF Introduction to Oceanography Field Experience 1</p> <p>ESC130 F Introduction to Oceanography 3</p> <p>or</p> <p>ESC130HF Honors Introduction to Oceanography 3</p> <p>Restricted Lecture/Lab Electives (10-13 units) Students must take 10-13 units from the following list.</p> <p style="text-align: center;">Units</p> <p>ANTH101 F Physical Anthropology 3</p> <p>or</p> <p>ANTH101HF Honors Physical Anthropology 3</p> <p>ANTH101LF Physical Anthropology Lab 1</p> <p>ANTH109 F Primate Behavior 3</p> <p>BIOL170 F Organismal Biology 5</p> <p>BIOL222 F Marine Biology 3</p> <p>BIOL274 F General Ecology 4</p> <p>BIOL276 F Genetics and Evolutionary Biology</p>		<p>develop a more personalized program tailored to their interests while maintaining a strong foundation in the department's core principals. Courses no longer offered or not offered on a regular basis have been removed from the program and replaced with regularly offered courses. The program's configuration is simple to understand and navigate making it easier to align with guided pathways. Each course adds enriching layers of skills and knowledge to a well-defined core of environmental understanding. Deleting ENVS 106 F Conservation Biology 3 Units ENVS 126 F Natural History of California 3 Units ENVS 126 FF Natural History of California Field Lecture 2 Units ENVS 145 F Marine Vertebrate Ecology of the Channel Islands ESC 105 Introduction to Weather and Climate 3 Units GEOG 102 F Physical Geography 3 Units GEOG 102L Physical Geography Lab 1 Unit Adding Restricted Electives ANTH 101 F Physical Anthropology 3 Units ANTH 101 LF Physical Anthropology Lab 1 Unit ANTH 109 F Primate Behavior 3 Units BIOL 104 F Biology of Insects and Spiders 3 Units BIOL 170F Organismal Biology 5 Units BIOL 222 Marine Biology 3 Units BIOL 276 Genetics and Evolutionary Biology 4 Units ESC 101 F Earth Science Survey 3 Units ESC 101 LF Earth Science Survey Lab 1 Unit ESC 103 F Historical Geology 4 Units ESC 110 F Introduction to Climate</p>

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>4 ESC101 F Earth Science Survey</p> <p>3 ESC101LF Earth Science Survey Lab</p> <p>1 ESC103 F Historical Geology</p> <p>4 ESC110 F Introduction to Climate Science</p> <p>3 GEOG120 F Global Environmental Problems</p> <p>3 GEOG230 F Introduction to Geographic Information Systems</p> <p>3 PE239 F Open Water Scuba Diving</p> <p>3</p> <p>Restricted Field-Oriented Electives (4-5 Units) Students must take 4-5 units from the following list.</p> <p>Units</p> <p>ENVS141 F Desert Natural History 1</p> <p>ENVS142 F Geology and Marine Biology of the Channel Islands 2</p> <p>ESC141 F Geology of the Anza-Borrego Desert State Park Area 1</p> <p>ESC142 F Geology of Mojave Desert Area 1</p> <p>ESC144 F Geology of Southern California Mountain Areas 1</p> <p>ESC145 F Geology of the Death Valley National Park Area 1</p> <p>ESC146 F Geology of the Joshua Tree National Park Area 1</p> <p>ENVS140 F Introduction to the Natural History of Birds 1</p>		<p>Science 3 Units ESC 141 F Geology of Anza-Borrego Desert State Park Area 1 Unit ESC 142F Geology of Mojave Desert Area 1 units ESC 144F Geology of Southern California Mountains Area 1 units ESC 145F Geology of Death Valley National Park Area 1 units ESC 146F Geology of Joshua Tree National Park Area 1 units GEOG 120 F Global Environmental Problems 3 Units GEOG 230 F Introduction to Geographic Information Systems 3 Units PE 239 F Open Water Scuba Diving 3 Units</p>

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		Total Units. 22 – 26		
Music	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • CIP Code Revision • Program Unit Revision • Catalog Description Update • Six-Year Review • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	<p>Music Associate in Arts Degree</p> <p>The Music Associate in Arts Degree is designed to provide students with the basic musical knowledge and academic skills to either transfer to a four-year academic institution or lead to employment in the music industry. This degree is designed to prepare students to demonstrate competence in the discipline of music in all of its facets, read and audiate music, and demonstrate proficiency in ensemble skills and solo performance skills. Completion of this curriculum will demonstrate commitment to the serious study of Music in practice and in theory. This degree may lead to employment in many fields of entertainment and different genres, including jazz, vocal, choral, instrumental, classical, rock, and music criticism. This degree requires a total of 37-38 units in the major in addition to other graduation requirements.</p> <p>Required Courses (27 units) Units</p> <p>MUS102 F Introduction to College Musicianship 1</p> <p>MUS103 F Beginning Musicianship 1</p> <p>MUS104 F Intermediate Musicianship 1</p> <p>MUS106 F Introduction to College Music Theory 3</p> <p>MUS107 F Music Theory I 3</p> <p>MUS108 F Introduction to Music Technology 2</p> <p>MUS109 F Music Theory II 3</p>	2021 Fall	Six-Year Review. The following courses have proposed a title change: MUS 102 F, MUS 106 F, MUS 107 F, MUS 109 F, MUS 203 F. Title change FROM MUS 102 F Music Reading TO MUS 102 F Introduction to College Musicianship. Title change FROM MUS 106 F Introduction to Music Theory TO MUS 106 F Introduction to College Music Theory. Title change FROM MUS 107 F Harmony I TO MUS 107 F Music Theory I. Title change FROM MUS 109 F Harmony II TO MUS 109 F Music Theory II. Title change FROM MUS 203 F Counterpoint TO MUS 203 F Music Theory III. In addition, MUS 102 F has proposed a unit change FROM 3.00 TO 1.00.

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>MUS203 F Music Theory III 3</p> <p>or</p> <p>MUS205 F Pop/Commercial Music Theory 3</p> <p>MUS204 F Advanced Musicianship 1</p> <p>or</p> <p>MUS206 F Pop/Commercial Musicianship 1</p> <p>MUS120 F Survey of Music History 3</p> <p>MUSA104 F Introduction to Concert Hour 1</p> <p>MUSA105 F Beginning Concert Hour 1</p> <p>MUSA106 F Intermediate Concert Hour 1</p> <p>MUSA107 F Advanced Concert Hour 1</p> <p>MUSA131 F Keyboard Skills I 1</p> <p>MUSA132 F Keyboard Skills II 1</p> <p>Applied Music (4 units): Select 1 unit per term for 4 terms from the following list:</p> <p style="padding-left: 40px;">Units</p> <p>MUSA200 F * Applied Music-Individual Private Study 1</p> <p>*MUSA 200 F may be taken 4 times for credit</p> <p>MUSA201 F * Advanced Applied Music-Individual Private Study 1</p> <p>*MUSA 201 F may be taken 2 times for credit</p> <p>MUSA210 F Advanced Voice 1</p> <p>MUSA220 F Advanced Guitar I 1</p>		

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		MUSA236 F Advanced Piano: Baroque to Classical 1		
		MUSA240 F Advanced Strings 1		
		MUSA250 F Advanced Woodwinds I 1		
		MUSA260 F Advanced Brass I 1		
		MUSA270 F Advanced Percussion I 1		
		Performance ensembles (4 units): Select 1 unit per term for 4 terms		
		MUS180 F Collegiate Chorale 1		
		MUS181 F Women's Chorale 1		
		MUS260 F Guitar Ensemble 1		
		MUS261 F String Ensemble 1		
		MUS262 F Woodwind Ensemble 1		
		MUS263 F Brass Ensemble 1		
		MUS264 F Percussion Ensemble 1		
		MUS265 F Piano Ensemble 1		
		MUS266 F Jazz Combo 1		
		MUS268 F Jazz Guitar Ensemble 1		
		MUS269 F Alternative Jazz Lab Ensemble 1		
		MUS270 F Electronic Music Ensemble 1		
		MUS271 F Fullerton College Symphony 1		
		MUS273 F Concert Band 1		
		MUS274 F Fullerton College Symphonic Winds 1		
		MUS276 F Jazz Band 1		
		MUS277 F Jazz Lab Band		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p style="text-align: center;">1</p> <p>MUS281 F Concert Choir</p> <p style="text-align: center;">1</p> <p>MUS282 F Fullerton College Master Chorale</p> <p style="text-align: center;">1</p> <p>MUS285 F Chamber Singers</p> <p style="text-align: center;">1</p> <p>MUS287 F Vocal Jazz Ensemble</p> <p style="text-align: center;">1</p> <p>Restricted electives - One of the two required (2-3 units)</p> <p style="text-align: center;">Units</p> <p>MUS207 F Pop/Commercial Arranging/Composing</p> <p style="text-align: center;">3</p> <p>MUS208 F Music Copying and Notation Software</p> <p style="text-align: center;">2</p> <p>Total Units 37 - 38</p>		
Music	<ul style="list-style-type: none"> • Course Title Revision • Course Unit Revision • CIP Code Revision • Program Unit Revision • Catalog Description Update • Six-Year Review • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	<p>Music Associate in Arts Degree for Transfer</p> <p>The Music Associate in Arts Degree for Transfer, also called the Music AA-T Degree, prepares students to transfer to California State University campuses that offer bachelor's degrees in Music. Ed Code Section 66746-66749 states that students earning the Music AA-T Degree will be granted priority for admission as a Music major to a local CSU, as determined by the CSU campus to which the student applies. This degree requires students to complete 60 CSU transferable units, including completion of CSU GE or IGETC, and 24 units in the major with a cumulative GPA of 2.0 or better. Title 5 requires that students earn a grade of C or better in all major coursework. This degree is designed to prepare students to demonstrate competence and discipline in the study of music in all of its facets, read and audiate music, and demonstrate proficiency in</p>	2021 Fall	The following courses have proposed a title change: MUS 102 F, MUS 106 F, MUS 107 F, MUS 109 F, and MUS 203 F. Title change FROM MUS 102 F Music Reading TO MUS 102 F Introduction to College Musicianship. Title change FROM MUS 106 F Introduction to Music Theory TO MUS 106 F Introduction to College Music Theory. Title change FROM MUS 107 F Harmony I TO MUS 107 F Music Theory I. Title change FROM MUS 109 F Harmony II TO MUS 109 F Music Theory II. Title change FROM MUS 203 F Counterpoint TO MUS 203 F Music Theory III. In addition, MUS 102 F has proposed a unit change FROM 3.00 TO 1.00.

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>ensemble skills and solo performance skills. While a baccalaureate degree is recommended for a possible career in music production, performance, and music education, completion of this curriculum will demonstrate commitment to the serious study of Music in practice and in theory, and provide comprehensive preparation for upper-division work. The Music Department recommends the completion of the following classes in preparation for a transfer to a California State University: MUS 108 F Introduction to Music Technology, MUS 116 F Music Appreciation, and MUS 120 F Survey of Music History. The Music Department also recommends successful completion of MUSA 132F Keyboard Skills II or successful passage of a Piano Proficiency Exam. The Music AA-T Degree requires 24 units in the major in addition to other degree requirements.</p> <p>Required Courses: (20 units)</p> <p style="padding-left: 40px;">Units</p> <p>MUS102 F Introduction to College Musicianship 1</p> <p>MUS103 F Beginning Musicianship 1</p> <p>MUS104 F Intermediate Musicianship 1</p> <p>MUS106 F Introduction to College Music Theory 3</p> <p>MUS107 F Music Theory I 3</p> <p>MUS109 F Music Theory II 3</p> <p>MUSA200 F Applied Music-Individual Private Study 1</p> <p>MUS203 F Music Theory III 3</p> <p>MUS204 F Advanced Musicianship</p>		

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p style="text-align: center;">1</p> <p>(MUSA 200 F must be taken 4 times to complete degree)</p> <p>Four semesters of Music ensembles, selected from the list below: (4 units)</p> <p style="text-align: center;">Units</p> <p>MUS180 F Collegiate Chorale 1</p> <p>MUS181 F Women's Chorale 1</p> <p>MUS260 F Guitar Ensemble 1</p> <p>MUS261 F String Ensemble 1</p> <p>MUS262 F Woodwind Ensemble 1</p> <p>MUS263 F Brass Ensemble 1</p> <p>MUS264 F Percussion Ensemble 1</p> <p>MUS265 F Piano Ensemble 1</p> <p>MUS266 F Jazz Combo 1</p> <p>MUS268 F Jazz Guitar Ensemble 1</p> <p>MUS269 F Alternative Jazz Lab Ensemble 1</p> <p>MUS270 F Electronic Music Ensemble 1</p> <p>MUS271 F Fullerton College Symphony 1</p> <p>MUS273 F Concert Band 1</p> <p>MUS274 F Fullerton College Symphonic Winds 1</p> <p>MUS276 F Jazz Band 1</p> <p>MUS277 F Jazz Lab Band 1</p> <p>MUS281 F Concert Choir 1</p> <p>MUS282 F Fullerton College Master Chorale</p>		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p style="text-align: center;">1 MUS285 F Chamber Singers</p> <p style="text-align: center;">1 MUS287 F Vocal Jazz Ensemble</p> <p style="text-align: center;">1</p> <p>Total Units</p> <p style="text-align: center;">24</p>		
Music	<ul style="list-style-type: none"> • Course Title Revision • Catalog Description Update • Six-Year Review 	<p>Piano Teaching Certificate</p> <p>The Piano Teaching Certificate is a two-semester program that is intended for anyone seeking to expand their teaching and playing skills. The certificate program is for potential piano teachers, and the sequence of courses is designed to provide the technical skills, theoretical background, musical understanding, and historical background needed for effective teaching. The Piano Teaching Certificate Program requires a total of 30 units of which 24 units are in required courses. MUS 021 F and MUS 022 F Piano Pedagogy must be completed at Fullerton College.</p> <p>Required courses (24 units)</p> <p style="text-align: center;">Units</p> <p>MUS021 F Piano Pedagogy I 3</p> <p>MUS022 F Piano Pedagogy II 3</p> <p>MUS103 F Beginning Musicianship 1</p> <p>MUS104 F Intermediate Musicianship 1</p> <p>MUS107 F Music Theory I 3</p> <p>MUS109 F Music Theory II 3</p> <p>MUS120 F Survey of Music History 3</p> <p>MUS265 F * Piano Ensemble 1</p>	2021 Fall	Title change FROM MUS 107 F Harmony I TO MUS 107 F Music Theory I. Title change FROM MUS 109 F Harmony II TO MUS 109 F Music Theory II. Furthermore, the award type changed FROM Associate in Arts Degree TO Certificate (30 units to less than 60 units), which might have been an error, originally.

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>MUSA137 F Intermediate Piano Sight-Reading 1</p> <p>MUSA200 F * Applied Music-Individual Private Study 1</p> <p>MUSA236 F Advanced Piano: Baroque to Classical 1</p> <p>MUSA237 F Advanced Piano: Romantic to Contemporary 1</p> <p>course must be taken for two semesters *</p> <p>Restricted Electives (6 units): Units</p> <p>BUS100 F Introduction to Business 3</p> <p>BUS180 F Small Business Management 3</p> <p>CDES115 F Introduction to Early Childhood Education Curriculum 3</p> <p>CDES119 F Music Education in Early Childhood 2</p> <p>MUSA136 F Beginning Piano Sight-Reading 1</p> <p>Total Units 30</p> <p>* Must be taken twice</p>		
Computer Information Systems	<ul style="list-style-type: none"> CIP Code Revision Removing Courses from "Required" 	<p>Web Design Certificate</p> <p>The Web Design Certificate is designed to prepare students for employment in web development and web programming. Students will learn the skills to plan, create, and implement websites for a wide variety of</p>	2021 Fall	Revising program to update for actual skills needed to enter workforce.

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>businesses and organizations. Emphasis will be placed on modern technologies, responsive design, and usability. Students are prepared for entry-level jobs such as a Web designer, web content specialist or a WordPress developer. A minimum grade of C is required in each course taken. This certificate requires 18 units.</p> <p>Required Courses from the Web Design Skills Certificate - 9 units</p> <p style="text-align: center;">Units</p> <p>CIS 150 F Introduction to the Internet 3</p> <p>or</p> <p>CIS 153 F Business Web Graphics 3</p> <p>CIS 152 F Web Design I 3</p> <p>CIS 157 F Web Design II 3</p> <p>Required Courses (9 units)</p> <p style="text-align: center;">Units</p> <p>CIS 176 F Web Page Layout with CMS 3</p> <p>or</p> <p>CIS 177 F Web Design III 3</p> <p>CIS 230 F PHP and MySQL Programming 3</p> <p>BUS 170 F Principles of E-Business 3</p> <p>Total Units 18</p>		

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
Geography	<ul style="list-style-type: none"> • Adding Courses to "Required" • Adding Courses to "Restricted Electives" • Course Unit Revision • Removing Courses from "Restricted Electives" 	<p>Geography Associate in Arts Degree for Transfer</p> <p>The Associate in Arts for Transfer Degree in Geography, also called the Geography AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in geography. Ed Code Section 66746-66749 states students earning the Geography AA-T degree will be granted priority for admission as a Geography major to a local CSU, as determined by the CSU campus to which the student applies. This degree requires students complete 60 CSU transferable units, including completion of CSU GE or IGETC and 19 units in the major with a cumulative GPA of 2.0 or better. Title 5 requires that students earn a grade of "C" or better in all major coursework. There are no additional graduation requirements. The Associate in Arts Degree for Transfer in Geography is designed to provide students with an introduction to both physical and human areas of geographic studies. It provides students the background knowledge needed by undergraduate geography majors for university transfer and coursework. This degree is excellent preparation for careers in international fields, law, science, environmental work and cultural diversity programs. The geographic perspective provides lifelong tools for interpreting the world's complex systems and world events. The program requires a total of 19 units in</p>	2021 Fall	<p>Added GEOG 102 Honors to core courses. Moved GEOG 100 and GEOG 100 Honors from list A to core to better align with revised TMC. Added GEOG 130 to list A. Deleted the majority of courses under list B except for GEOG 120. Added ESC 105 to LIST B. Added CIP code. Moved ESC 105 to LIST A. Moved GEOG 160 to LIST B. Added ANTH 102 and ESC 100 to LIST B. Changed the unit count to 19 units in the description to align with the change in the number of units available in List B from "6-7 units" to "6 units".</p>

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>the major in addition to other degree requirements.</p> <p>Core Courses: 7 units Units</p> <p>GEOG 102 F Physical Geography 3</p> <p>or</p> <p>GEOG 102HF Honors Physical Geography 3</p> <p>GEOG 102LF Physical Geography Lab 1</p> <p>GEOG 100 F Global Geography 3</p> <p>or</p> <p>GEOG 100HF Honors Global Geography 3</p> <p>List A: 6 units Units</p> <p>GEOG 130 F California Geography 3</p> <p>GEOG 230 F Introduction to Geographic Information Systems 3</p> <p>ESC 105 F Introduction to Weather and Climate 3</p> <p>List B: 6 units Units</p> <p>GEOG 120 F Global Environmental Problems 3</p> <p>GEOG 160 F Cultural Geography 3</p> <p>ANTH 102 F Cultural Anthropology 3</p> <p>or</p>		

MODIFY DEGREES/CERTIFICATES

DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ANTH 102HF Honors Cultural Anthropology 3 ESC 100 F Physical Geology 3 Total Units 19		

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: March 23, 2021
SUBJECT: Academic Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

5.a.1

Item No.

Academic Personnel
March 23, 2021

EXTENSION OF TEMPORARY MANAGEMENT CONTRACT

Preston, Colin	CC	Interim Dean, Kinesiology/Athletics Range 32, Column C (100%) Management Salary Schedule Eff. 07/01/2021-12/31/2021
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CHANGE IN SALARY CLASSIFICATION

Heller, Rosanne	CC	Culinary Arts Instructor Temporary Contract (100%) From: Class B, Step 1 To: Class B, Step 10 Eff. 01/21/2021-05/22/2021
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ADDITIONAL DUTY DAYS @ PER DIEM

Alhadeff, Andrew	CC	Head Coach, Men's Basketball	15 days
Babad, Bruce	FC	Director of Jazz Band	11 days
Bedard, Dana	CC	Head Coach, Men's Golf	13 days
Beidler, Larry	CC	Head Coach, M&W Swimming	13 days
Canner, Mark	CC	Head Coach, Men's Water Polo	13 days
Canner, Mark	CC	Head Coach, Women's Water Polo	13 days
Clasby, Candice	FC	Coord. High School Theater Festival	1 day
Clowes, Kevin	FC	Coord. High School Theater Festival	1 day
Dedmon, Nicola	FC	Director of Chamber Signers	8 days
		Director of Concert Choir	11 days
Espinosa, Timothy	FC	Coord. High School Theater Festival	1 day
Harless, Zachary	FC	Coord. High School Theater Festival	1 day
Hutting, Anthony	CC	Head Coach, Baseball	15 days
Lopez, David	FC	Director of Concert Band	8 days
Mohr, Margaret	CC	Head Coach, Women's Basketball	15 days
Mueller, Michael	FC	Coord. High School Theater Festival	1 day
Pinkham, Bill	CC	Assistant Coach, Baseball	11 days
Scott, Mike	FC	Director of Jazz Ensemble	6 days
Shew, Jamie	FC	Director of Vocal Jazz Ensemble	16 days
Welliver, Nancy	CC	Head Coach, Beach Volleyball	13 days
Welliver, Nancy	CC	Head Coach, Women's Volleyball	13 days

LEAVE OF ABSENCE

Clark, Lisa	CC	Culinary Arts Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 12/16/2020-6/15/2021
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Academic Personnel
March 23, 2021

Lawrence, Roberta	CC	Dental Hygiene Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/09/2021-04/04/2021
Villasenor, Carole	CC	Counselor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/12/2021-06/11/2021

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Cadena, Maria Leonor	FC	Hiring Committee Service Lab rate, Regular and Contract Faculty Overload Teaching Schedule Class F Not to exceed 24 hours Eff. 06/02/2021-06/04/2021
Diep, Christine	CC	Hiring Committee Service Lab rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 24 hours Eff. 06/02/2021-06/04/2021
Goralski, Craig	CC	Hiring Committee Service Lab rate, Regular and Contract Faculty Overload Teaching Schedule Class F Not to exceed 24 hours Eff. 06/02/2021-06/04/2021
Kirby, Patricia	CC	Nursing Orientation and Training at Clinical Site Lecture rate, Regular and Contract Faculty Overload Teaching Schedule Class B Not to exceed 24 hours Eff. 03/15/2021-03/22/2021

Academic Personnel
March 23, 2021

Oo, Jennifer

NOCE Hiring Committee Service
Lab rate, Regular and Contract Faculty
Overload Teaching Schedule
Class D
Not to exceed 24 hours
Eff. 06/02/2021-06/04/2021

ACADEMIC MANAGEMENT JOB DESCRIPTION, (NEW)

Director, Dental Hygiene Program
Range 26
Management Salary Schedule

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Director, Dental Hygiene	Range: 26 (AC)	Management Schedule
Date Revised:		Date Approved:	

PRIMARY PURPOSE

Reports to the Dean, Health Science, the Director, Dental Hygiene is responsible for the administration of the Dental Hygiene Program. Administrative responsibilities include student advocacy, oversight of student selection process, orientation, evaluation and discipline, coordination of class schedules and clinic rotations, faculty hiring, training and evaluation, and representation of the Dental Hygiene Program at the division, campus, District, community, and statewide levels. This position is responsible for meeting the requirements of the Dental Hygiene Program, in accordance with state and federal codes and regulations, District policies and procedures, Commission on Dental Accreditation (CODA), and Dental Hygiene Board of California (DHBC). Supervise the maintenance and custody of Dental Hygiene Program student records. Supervise and evaluate the performance of assigned personnel.

ESSENTIAL FUNCTIONS

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

1.	Plan, coordinate, and supervise the operations of the Dental Hygiene Program; maintain open communication and transparency with the dental hygiene faculty and students. Facilitate regular departmental meetings of faculty and staff; meet regularly with the dental hygiene faculty to plan, develop, evaluate, revise, and implement student progress, curriculum, and program outcomes including annual review and assessment.
2.	Lead the faculty in the assessment and selection of textbooks, learning resources, and equipment for the Dental Hygiene Program; supervise and monitor the ordering and maintenance of all clinical and laboratory supplies and equipment.
3.	Counsel students having difficulty meeting learning outcomes for their program of study, clinical performance, or the development of a professional role.
4.	Interview and determine program placement, in consultation with the Dental Hygiene Counselor, of candidates seeking transfer from other Dental Hygiene Program; supervise the preparation, proctoring, and grading of challenge and equivalency exams for veterans and transfer students.
5.	Supervise, collaborate, and participate to develop student selection process and materials; select students in collaboration with program faculty and counselor(s).
6.	Schedule and staff all dental hygiene classes and clinics; arrange for supervision of all clinics by a licensed dentist.
7.	Participate in the selection, training, supervision, of assigned faculty and staff, in accordance with District policy; direct the evaluation of classified staff; direct the selection and orientation for new faculty; follow campus and District standards for staff assignments and performance evaluations of tenured dental hygiene faculty; chair tenure review committees for new faculty members; supervise class observations and student survey process for tenure review.
8.	Develop and prepare the annual preliminary budget for the Dental Hygiene Program; monitor, forecast, and control budget expenditures, including application and management of grants and assure expenditures and operations remain within established budget.

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

9.	Participate in student orientation and interpretation of student policies; annually supervise the review and revision of the Student Handbook; serve in advisory capacity for planning the pinning/graduation ceremony for students completing the Dental Hygiene Program.
10.	Maintain working relationships with other divisions and programs on campus to maintain core and prerequisite courses for students of the Dental Hygiene Program; coordinate assigned activities with those of other departments, outside agencies and organizations.
11.	Act as liaison for the Dental Hygiene Program with the college community, advisory committees, educational partners, dental hygiene professional organizations, and Orange County communities, including the facilitation of regular meetings of the Dental Advisory Committee; maintain memberships that are active and representative of the community.
12.	Prepare annual reports and complete surveys for the California Community College Chancellors Office, Commission on Dental Accreditation (CODA), and Dental Hygiene Board of California (DHBC); prepare periodic accreditation reports and required annual surveys for the Commission on Dental Accreditation; submit requested information and reports to the Dental Hygiene Board of California; maintain compliance with the Dental Hygiene Board of California requirements.
13.	Analyze, interpret, and monitor student success rates and preparedness; recommend changes as needed; prepare and maintain reports, records, and files regarding the instructional program, student progress, personnel, and department activities.
14.	Attend workshops, professional conferences, and classes to maintain professional competence and knowledge; support and encourage faculty members to participate in lifelong learning activities; provide or coordinate training for staff.
15.	Manage and participate in the development and implementation of goals, objectives, policies, and priorities for assigned activities and operations, including long-range planning activities; communicate changing expectations, trends, and needs of dental hygiene educational preparation to division and college leaders and administration.
16.	Attend management team activities; participate in campus and District committees as needed; support campus strategic plans and campus activities throughout the academic year.
17.	Maintain current knowledge of instructional methods and new technologies pertinent to assigned programs; learn and apply emerging technologies and advances, (e.g., computer software applications), as necessary to perform duties in an efficient, organized, and timely manner.
18.	Demonstrate sensitivity to and understanding of the disabilities and diverse academic, socioeconomic, cultural, and ethnic backgrounds of students.
19.	Provide leadership in District/college efforts to increase the diversity of faculty and staff, to address student achievement gaps, and in the creation of a welcoming and inclusive work and educational environment.
20.	Assist and promote the growth and success of a diverse population of students and employees through the development of interculturally competent and equity-minded management and leadership abilities. The ideal candidate should have experience in this area with African Americans, Latinx, Native Americans, Pacific Islanders and other disproportionately impacted students and employees.
21.	Perform related duties as assigned.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

OTHER FUNCTIONS

None

WORKING RELATIONSHIPS

The Director, Dental Hygiene maintains frequent contact with college and District administrators, students, faculty and staff, and outside agencies.

EDUCATION AND EXPERIENCE

Minimum Qualifications

The program administrator must be a dental hygienist who is a graduate of a program accredited by the Commission on Dental Accreditation and possesses a masters or higher degree or a dentist who has background in education and the professional experience necessary to understand and fulfill the program goals.

Minimum of one (1) year of formal training, internship, or leadership experience reasonably related to the assignment.

Minimum of two (2) years of experience teaching in a pre- or post-licensure registered dental hygiene or dental program.

Minimum of 2,000 hours in direct patient care.

Possession of an active, current dental or dental hygiene license issued by the Dental Hygiene Board of California (DHBC) or the Dental Board of California (DBC), with no disciplinary actions.

Possession of a current Healthcare Provider (BLS) Adult, Child and Infant CPR/AED Certificate.

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

Desirable Qualifications

Experience in shared governance in an educational setting.

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

High professional standards and strong interpersonal skills.

Effective oral and written communication skills; bilingual.

Experience successfully working in collaboration with full-time and adjunct faculty in coordinating and maintaining currency of curriculum that responds to the needs of historically underrepresented students to effectively engage and support disproportionately impacted student populations, with the goal of closing equity gaps.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Experience collaborating with faculty, staff, stakeholders, and/or community leaders in a dental clinic environment with programs and initiatives that are specifically designed to provide dental hygiene education and services to the community including underserved populations.

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

Experience with Commission on Dental Accreditation (CODA) and/or Dental Hygiene Board of California (DHBC) accreditation processes.

Leadership experience in a dental clinic environment, training, coursework or certification in leadership or management.

Work experience in the dental field within the last five (5) years.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of operations, services, and activities of a Dental Hygiene Program

Knowledge of laws, rules, regulations, policies and procedures relating to Dental Hygiene Program operations

Knowledge of district policies, procedures, and current educational programs

Knowledge of methods and techniques of leadership and management

Knowledge of principles and practices of curriculum and course development

Knowledge of principles and practices of program development and administration

Knowledge of principles and practices of budget preparation and administration

Knowledge of principles of supervision, training and performance evaluation

Knowledge of methods and techniques of research, analysis, and decision making

Knowledge of principles and procedures of statistical record-keeping and report preparation

Knowledge of modern office procedures, methods, and equipment including computers and applicable software

Knowledge of English language usage, spelling, grammar and punctuation

Knowledge of interpersonal skills using tact, patience, and courtesy

Knowledge of a shared governance model

Ability to manage, direct and provide effective leadership for assigned programs and services

Ability to oversee and participate in the development and implementation of policies, procedures, goals and objectives

Ability to develop, coordinate, and manage effective programs and services; analyze and assess programs, policies, and operational needs and make appropriate adjustments

Ability to plan, organize, direct, and coordinate the work of assigned faculty and classified staff

Ability to select, supervise, train, and evaluate staff

Ability to research, analyze, and evaluate new service delivery methods and techniques

Ability to analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals

Ability to prepare and present comprehensive, effective oral and written reports

Ability to prepare and administer an operational budget

Ability to interpret, apply, and explain laws, regulations, policies, and procedures related to assigned functions

Ability to conduct meetings and serve on committees

Ability to plan and organize work to meet schedules and timelines

Ability to work successfully with District faculty, administrators and staff as well as community representatives

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

Ability to work with and exhibit sensitivity to and understanding of the diverse racial, ethnic, disabled, sexual orientation and cultural populations of community college students
Ability to communicate effectively, both orally and in writing, demonstrating advanced writing skills
Ability to establish and maintain effective working relationships with those contracted in the course of work

SPECIAL REQUIREMENTS

A valid California Driver's License

WORKING CONDITIONS

Dental clinic environment which includes classrooms and laboratories of the Dental Hygiene Program; subject to constant interruptions and frequent interaction with others; sitting for long periods at a time (up to 2-3 hours); stand and circulate for extended periods of time; repetitive use of upper extremities including hand coordination activities. Require fine finger manipulation and motor skills. Ability to lift and carry 25 pounds unassisted. Ability to push pull 50 pounds unassisted. Possible exposure to dental materials, bloodborne pathogens, chemicals, and/or aerosols. Work in a busy environment with frequent interruptions and the need to determine the resolution of shifting priorities.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 23, 2021

SUBJECT: Classified Personnel

Action	X
Resolution	_____
Information	_____
Enclosure(s)	X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

5.b.1

Item No.

Classified Personnel
March 23, 2021

CHANGE TO RESIGNATION DATE

Espinoza, Summer FC Administrative Assistant III
12-month position (100%)
From: 03/11/2021
To: 03/10/2021
PN FCC571

NEW PERSONNEL

Sanchez Tapia, Lenine FC Student Services Specialist, Matriculation
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 03/24/2021
PN FCC637

PROMOTION

Gomez, Monica NOCE Administrative Assistant II
12-month position (100%)
PN SCC975

To: Administrative Assistant III
12-month position (100%)
Range 41, Step D + 5% Longevity
Classified Salary Schedule
Eff. 04/01/2021
PN SCC834

VOLUNTARY CHANGES IN ASSIGNMENT

Arenas, Gonzalo CC Instructional Assistant (100%)

Temporary Increase in Months Employed
From: 11-month
To: 12-month
Eff. 01/01/2021 – 06/30/2021

Del Campo, Veronica CC Administrative Assistant II (100%)

Temporary Increase in Months Employed
From: 11-month
To: 12-month
Eff. 01/01/2021 – 06/30/2021

Classified Personnel
March 23, 2021

Georgieva-Cauble, Tanya	CC	Instructional Aide (100%) Temporary Increase in Months Employed From: 10.5-month To: 12-month Eff. 01/01/2021 – 06/30/2021
Megginson, Zoe	CC	Instructional Aide (100%) Temporary Increase in Months Employed From: 10.5-month To: 12-month Eff. 01/01/2021 – 06/30/2021
Peery, Kevin	CC	Instructional Assistant (100%) Temporary Increase in Months Employed From: 11-month To: 12-month Eff. 01/01/2021 – 06/30/2021
Rodriguez Valadez, Juan	CC	Instructional Aide (100%) Temporary Increase in Months Employed From: 10.5-month To: 12-month Eff. 01/01/2021 – 06/30/2021
Treminio, Heather	FC	Administrative Assistant I (100%) Temporary Change in Assignment To: Administrative Assistant II 12-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 03/24/2021 – 06/30/2021

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Gomez, Edgar	FC	Health Services Assistant (100%) Extension of 6% Stipend Eff. 01/01/2021 – 06/30/2021
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Classified Personnel
March 23, 2021

LEAVES OF ABSENCE

Holguin, Rae NOCE

Admissions and Records Technician (100%)
Family Medical Leave (FMLA/CFRA)
Paid Leave Using Regular and Supplemental Sick
Leave Until Exhausted; Unpaid Thereafter
Eff. 02/12/2021 – 02/21/2021 (Consecutive Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: March 23, 2021
SUBJECT: Professional Experts

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

5.c.1

Item No.

Professional Experts
March 23, 2021

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Anderson, James	FC	Assistant Coach 4	Assistant Coach – Men’s Volleyball	8	03/16/2021	06/23/2021
Bauer, Jill	CC	Technical Expert I	ESL Level Norming Project	10	02/24/2021	03/30/2021
Blanchard, Cecilia	FC	Assistant Coach 3	Assistant Coach – Women’s Volleyball	26	03/16/2021	06/23/2021
Blank, Kaytlyn	FC	Certified Athletic Trainer	Certified Athletic Trainer	26	03/10/2021	06/23/2021
Buis, Turner	FC	Assistant Coach 3	Assistant Coach – Baseball	26	03/01/2021	06/23/2021
Cherney, Julia	CC	Technical Expert II	Perkins V Health Science	5	03/08/2021	05/31/2021
Desmond, Daniel	FC	Assistant Coach 5	Assistant Coach – Women’s Basketball	14	03/10/2021	06/15/2021
Drake, Jelani	FC	Certified Athletic Trainer	Certified Athletic Trainer	26	03/10/2021	06/23/2021
Hoang, Christine	CC	Technical Expert II	NOVA Grant – Nursing 2020-21	2	02/01/2021	05/28/2021
Ji, Shinah	CC	Technical Expert II	NOVA Grant – Nursing 2020-21	2	02/01/2021	05/28/2021
Johnstone, Deborah	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	26	04/07/2021	04/23/2021
Johnstone, Deborah	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	26	05/5/2021	05/21/2021
King, Hailey	FC	Assistant Coach 5	Assistant Coach – Women’s Basketball	14	03/10/2021	06/15/2021
Kirby Patricia	CC	Technical Expert II	NOVA Grant – Nursing 2020-21	2	02/01/2021	05/28/2021
Marchetti Jr, Vincent	CC	Technical Expert II	Professional Expert II	26	03/15/2021	06/30/2021
Martinez, David	FC	Certified Athletic Trainer	Certified Athletic Trainer	26	03/10/2021	06/23/2021
McClurkin, Tina	NOCE	Technical Expert II	Career Technical Education Curriculum	26	02/19/2021	05/28/2021
Morris, Kelly	CC	Technical Expert II	Testing KIN 235 students for Fall 20 Red Cross Certs	5	03/15/2021	03/30/2021
Paplia, Rebecca	CC	Project Expert	Covid 19 Remote Improvement	26	03/22/2021	05/21/2021
Putman, Elizabeth	CC	Technical Expert II	NOVA Grant – Nursing 2020-21	2	02/01/2021	05/28/2021

Professional Experts
March 23, 2021

Schmid, Andrea	CC	Technical Expert I	ESL Level Norming Project	22	08/24/2020	12/18/2020
Van Herk, Tracy	CC	Technical Expert II	Testing KIN 235 students for Fall 20 Red Cross Certs	10	03/15/2021	03/31/2021
Wada, Kathryn	CC	Technical Expert I	ESL Level Norming Project	10	02/24/2021	06/30/2021
Whitsett, Catherine	CC	Technical Expert I	ESL Level Norming Project	22	08/24/2020	12/18/2020
Wu, Connie	FC	Assistant Coach 5	Assistant Coach – W Water Polo/Swim	26	03/16/2021	06/23/2021

NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Pipping Rea, Mary	Tuition Rate	Spring	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 23, 2021 Resolution _____
SUBJECT: Hourly Personnel Information _____
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

5.d.1

Item No.

Hourly Personnel
March 23, 2021

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Bruno, Nicholas	CC	Technical - Athletic Program Assistant - Intercollegiate Baseball	03/24/21	06/30/21	TE I 1
Dircio Martinez, Luis.	FC	Technical - Assist the Counseling department	03/24/21	06/23/21	TE A 1
Enriquez, Alexis	CC	Technical - Assist in Ed. Partnerships and Dual Enrollment	03/24/21	06/23/21	TE A 4
Espiritu, Jazmine	CC	Technical - Assist in lab stockroom with aquaria life	03/24/21	06/23/21	TE A 2
Fragoso, Ashley	FC	Technical - Assist the Counseling department	03/24/21	06/23/21	TE A 1
Gonzalez, Yesenia	FC	Technical - Assist the Counseling department	03/24/21	06/23/21	TE A 1
Martinez, Alyssa	FC	Technical - Assist the CalWorks department	04/05/21	06/30/21	TE B 3
Nguyen, Kyle	FC	Technical - Assist in the ACT computer lab	04/05/21	06/30/21	TE A 3
Nguyen, Taylor	CC	Technical - Assist with Cyber Patriot and Dual Enrollment	03/24/21	06/23/21	TE A 2
Senteno, Hugo	CC	Technical - Assist with Cyber Patriot and Dual Enrollment	03/24/21	06/23/21	TE A 2
Vasquez Arriaga, Luz	CC	Technical - Assist in Ed. Partnerships and Dual Enrollment	03/24/21	06/23/21	TE A 4
Wang, Samantha	CC	Technical - Assist in Ed. Partnerships and Dual Enrollment	03/23/21	06/23/21	TE A 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Aronson, Elliott	CC	Direct Instr Support - Interpreter for hard of hearing and deaf students	03/24/21	06/01/21	TE F 2
Aronson, Elliott	CC	Direct Instr Support - Interpreter for hard of hearing and deaf students	03/24/21	06/30/21	TE E 2
Hernandez, Bachman	NOCE	Direct Instr Support - Assist disabled students	03/24/21	06/30/21	TE A 1
Morales, Jackeline	NOCE	Direct Instr Support - Assist disabled students	03/24/21	06/30/21	TE A 1
Oropeza, Argelia	NOCE	Direct Instr Support - Assist disabled students	03/24/21	06/30/21	TE A 1
Whitson, Beau	NOCE	Direct Instr Support - Assist disabled students	03/24/21	06/30/21	TE A 1

Hourly Personnel
March 23, 2021

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Moreno, Destinee	FC	Technical - Sub for Classified emp on temp reassignment	04/05/21	06/30/21	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Roberts, Aaron	FC	Full-time Student - Assist with COVID-19 protocols for Athletics	03/24/21	06/23/21	TE A 2

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 23, 2021

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by



Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
 March 23, 2021

Name	Site	Program	Begin	End
Taylor-Brown, Christopher	CC	Physical Ed. Softball Spring Program	03/24/2021	06/30/2021
Fajardo, DeShields	CC	Physical Ed. Sports Information Rep	03/24/2021	06/30/2021
Snodgrass, Joshua	CC	Physical Ed. Training Room	03/24/2021	06/30/2021
Dydyk, Alexander	CC	Physical Ed. Training Room	03/24/2021	06/30/2021
Gutierrez, Jasmin	FC	Physical Ed. Training Room	03/24/2021	04/23/2021
Seki, Juju	FC	Physical Ed. Training Room	03/24/2021	05/22/2021
Stinson, Felicia	FC	Internship - Counseling & Student Dev	03/09/2021	05/22/2021
Moreno, Sierra	FC	Physical Ed. Training Room	03/10/2021	05/22/2021
Nichols, Janalynn	FC	Physical Ed. Training Room	03/10/2021	05/21/2021
Munoz, Anthony	FC	Education Partnership & Programs	03/09/2021	05/21/2021
Moreno, Eriana	FC	Physical Ed. Training Room	03/10/2021	05/22/2021
Lopez, Michaela	FC	Physical Ed. Training Room	03/10/2021	05/21/2021

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	March 23, 2021	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Salary and Benefits Agreement for the Confidential Employees Group	Enclosure(s)	<u>X</u>

BACKGROUND: The confidential employees and the District have come to an understanding for the 2021-2022 and 2022-2023 fiscal years. The Side Letter of Understanding provides for a two point zero percent (2.0%) increase and funded COLA effective July 1, 2021, and a one point six percent (1.6%) increase and funded COLA effective July 1, 2022.

How does this relate to the five District Strategic Directions? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees. #3 - The District will regularly evaluate and address salaries and benefits to ensure fair compensation for all employees.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Implementation of the salary agreement is within budget.

RECOMMENDATION: It is recommended that the Agreement for the 2021-2022 and 2022-2023 fiscal years, inclusive of all terms and conditions specified in the written Side Letter of Understanding between the Confidential Employees Group and the District, be approved as follows:

ADJUSTMENT FOR THE 2021-2022 FISCAL YEAR

The Confidential Salary Schedule will be increased by two point zero percent (2.0%) and funded COLA for 2021-2022 across the salary schedule effective July 1, 2021.

ADJUSTMENT FOR THE 2022-2023 FISCAL YEAR

The Confidential Salary Schedule will be increased by one point six percent (1.6%) and funded COLA for 2022-2023 across the salary schedule effective July 1, 2022.

DISTRICT HEALTH AND WELFARE BENEFITS PLAN

Effective July 1, 2021, the fringe benefit allowance paid to permanent full time 12-month confidential employees will be in the amount of \$4,646.10 annually and will be paid on a monthly basis. Confidential employees working less than 100% will receive the allowance on a pro rata basis.

Effective July 1, 2021, the District will contribute a maximum up to \$8,058.00 annually towards dependent care medical premiums. The confidential employees will pay any additional premiums for dependent medical by automatic payroll deductions in accordance with established District payroll procedure. This contribution is separate and distinct from the fringe benefit allowance.

SUPPLEMENTAL EARLY RETIREMENT PROGRAM

Supplemental Early Retirement Program (SERP) will be offered to eligible confidential employees with five (5) or more years of service credit with the North Orange County Community College District. Eligible confidential employees must provide the District a written notice of retirement date no earlier than March 10, 2021 and no later than April 30, 2021. The SERP will provide the eligible confidential employees the amount of \$1,000.00 per year of NOCCCD full time service up to a maximum dollar amount of \$25,000 with annuity options.

To be eligible for the SERP, a confidential employees shall: Be employed in permanent status by the District as of March 9, 2021; Retire under CalSTRS (at least fifty-five (55) years of age with five (5) or more years of CalSTRS service or at least fifty (50) years of age with thirty (30) or more years of CalSTRS service) or CalPERS (at least fifty (50) years of age with five (5) or more years of CalPERS service) as of June 30, 2021; Have at least five (5) years of District service as of June 30, 2021; Retire from the District on June 30, 2021 or December 31, 2021; Retire from respective retirement system (CalSTRS or CalPERS) by July 1, 2021 or January 1, 2022 respectively.

DOCTORAL STIPEND

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

Irma Ramos

Recommended by



Approved for Submittal

5.f.2

Item No.

**SIDE LETTER OF UNDERSTANDING BETWEEN
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
CONFIDENTIAL EMPLOYEE GROUP**

March 16, 2021

Subject to adoption by the Board of Trustees, the Confidential Employees Group and the North Orange County Community College District hereby agree to the following for the 2021-2022 and 2022-2023 fiscal years:

ADJUSTMENT FOR THE 2021-2022 FISCAL YEAR

The Confidential Salary Schedule will be increased by two point zero percent (2.0%) and funded COLA for 2021-2022 across the salary schedule effective July 1, 2021.

ADJUSTMENT FOR THE 2022-2023 FISCAL YEAR

The Confidential Salary Schedule will be increased by one point six percent (1.6 %) and funded COLA for 2022-2023 across the salary schedule effective July 1, 2022.

DISTRICT HEALTH AND WELFARE BENEFITS PLAN

Effective July 1, 2021, the fringe benefit allowance paid to permanent full time 12-month confidential employees will be in the amount of \$4,646.10 annually and will be paid on a monthly basis. Confidential employees working less than 100% will receive the allowance on a pro rata basis.

Effective July 1, 2021, the District will contribute a maximum up to \$8,058.00 annually towards dependent care medical premiums. The confidential employees will pay any additional premiums for dependent medical by automatic payroll deductions in accordance with established District payroll procedure. This contribution is separate and distinct from the fringe benefit allowance.

SUPPLEMENTAL EARLY RETIREMENT PROGRAM

Supplemental Early Retirement Program (SERP) will be offered to eligible confidential employees with five (5) or more years of service credit with the North Orange County Community College District. Eligible confidential employees must provide the District a written notice of retirement date no earlier than March 10, 2021 and no later than April 30, 2021. The SERP will provide the eligible confidential employees the amount of \$1,000.00 per year of NOCCCD full time service up to a maximum dollar amount of \$25,000 with annuity options.

To be eligible for the SERP, a confidential employees shall: Be employed in permanent status by the District as of March 9, 2021; Retire under CalSTRS (at least fifty-five (55) years of age with five (5) or more years of CalSTRS service or at least fifty (50) years of age with thirty (30) or

more years of CalSTRS service) or CalPERS (at least fifty (50) years of age with five (5) or more years of CalPERS service) as of June 30, 2021; Have at least five (5) years of District service as of June 30, 2021; Retire from the District on June 30, 2021 or December 31, 2021; Retire from respective retirement system (CalSTRS or CalPERS) by July 1, 2021 or January 1, 2022 respectively.


DOCTORAL STIPEND

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


This Agreement, if adopted by the Board of Trustees, shall constitute the complete and final Agreement of the parties for the 2021-2022 and 2022-2023 fiscal years.

For the District:

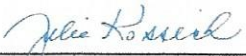
For the Confidential Employees Group:




Irma Ramos, Vice Chancellor 03/16/21
Human Resources Date



Lizeth Sanchez (Mar 16, 2021 16:09 PDT)
Lizeth Sanchez 3/16/2021
Date



Julie Kossick, Associate Vice Chancellor 03/16/21
Human Resources Date



Vickie McPherson (Mar 16, 2021 16:28 PDT)
Vickie McPherson 03/16/2021
Date

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: March 23, 2021 Information _____
Enclosure(s) X
SUBJECT: Salary and Benefits Agreement for the
District Management Association

BACKGROUND: The District Management Association and the District have come to an understanding for the 2021-2022 and 2022-2023 fiscal years. The Side Letter of Understanding provides for a two point zero percent (2.0%) increase and funded COLA effective July 1, 2021, and a three point two percent (3.2%) increase and funded COLA effective July 1, 2022.

How does this relate to the five District Strategic Directions? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees. #3 - The District will regularly evaluate and address salaries and benefits to ensure fair compensation for all employees.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Implementation of the salary agreement is within budget.

RECOMMENDATION: It is recommended that the Agreement for the 2021-2022 and 2022-2023 fiscal years, inclusive of all terms and conditions specified in the written Side Letter of Understanding between the District Management Association and the District, be approved as follows:

ADJUSTMENT FOR THE 2021-2022 FISCAL YEAR

The Management Salary Schedule will be increased by two point zero percent (2.0%) and funded COLA for 2021-2022 across the salary schedule effective July 1, 2021.

ADJUSTMENT FOR THE 2022-2023 FISCAL YEAR

The Management Salary Schedule will be increased by three point one two percent (3.12 %) and funded COLA for 2022-2023 across the salary schedule effective July 1, 2022.

DISTRICT HEALTH AND WELFARE BENEFITS PLAN

Effective July 1, 2021, the fringe benefit allowance paid to permanent full time 12-month management employees will be in the amount of \$4,646.10 annually and will be paid on a monthly basis. Management employees working less than 100% will receive the allowance on a pro rata basis.

Effective July 1, 2021, the District will contribute a maximum up to \$8,058.00 annually towards dependent care medical premiums. The fulltime permanent management employee will pay any additional premiums for dependent medical by automatic payroll deductions in accordance with established District payroll procedure. This contribution is separate and distinct from the fringe benefit allowance.

SUPPLEMENTAL EARLY RETIREMENT PROGRAM

Supplemental Early Retirement Program (SERP) will be offered to eligible permanent full time management employees with five (5) or more years of service credit with the North Orange County Community College District. Eligible permanent full-time management employees must provide the District a written notice of retirement date no earlier than March 10, 2021 and no later than April 30, 2021. The SERP will provide the permanent full time management employees the amount of \$1,000.00 per year of NOCCCD full time service up to a maximum dollar amount of \$25,000 with annuity options.

To be eligible for the SERP, a permanent full time management employees shall: Be employed in permanent status by the District as of March 9, 2021; Retire under CalSTRS (at least fifty-five (55) years of age with five (5) or more years of CalSTRS service or at least fifty (50) years of age with thirty (30) or more years of CalSTRS service) or CalPERS (at least fifty (50) years of age with five (5) or more years of CalPERS service) as of June 30, 2021; Have at least five (5) years of District service as of June 30, 2021; Retire from the District on June 30, 2021 or December 31, 2021; Retire from respective retirement system (CalSTRS or CalPERS) by July 1, 2021 or January 1, 2022 respectively.

VACATION

Management Employees on a one time basis may elect to request up to 96 hours of accrued vacation in 8 hour increments provided that they maintain a minimum of 10 days of accrued vacation. Management employees must request the payout by July 10, 2021 to be paid on July 31, 2021 for academic managers and August 10, 2021 for classified managers.

DOCTORAL STIPEND

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

Irma Ramos

Recommended by



Approved for Submittal

5.g.2

Item No.

**SIDE LETTER OF UNDERSTANDING BETWEEN
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DISTRICT MANAGEMENT ASSOCIATION EMPLOYEES**

March 11, 2021

Subject to adoption by the Board of Trustees, the Management Employees Group and the North Orange County Community College District hereby agree to the following for the 2021-2022 and 2022-2023 fiscal years:

ADJUSTMENT FOR THE 2021-2022 FISCAL YEAR

The Management Salary Schedule will be increased by two point zero percent (2.0%) and funded COLA for 2021-2022 across the salary schedule effective July 1, 2021.

ADJUSTMENT FOR THE 2022-2023 FISCAL YEAR

The Management Salary Schedule will be increased by three point one two percent (3.12 %) and funded COLA for 2022-2023 across the salary schedule effective July 1, 2022.

DISTRICT HEALTH AND WELFARE BENEFITS PLAN

Effective July 1, 2021, the fringe benefit allowance paid to permanent full time 12-month management employees will be in the amount of \$4,646.10 annually and will be paid on a monthly basis. Management employees working less than 100% will receive the allowance on a pro rata basis.

Effective July 1, 2021, the District will contribute a maximum up to \$8,058.00 annually towards dependent care medical premiums. The fulltime permanent management employee will pay any additional premiums for dependent medical by automatic payroll deductions in accordance with established District payroll procedure. This contribution is separate and distinct from the fringe benefit allowance.

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(55) years of age with five (5) or more years of CalSTRS service or at least fifty (50) years of age with thirty (30) or more years of CalSTRS service) or CalPERS (at least fifty (50) years of age with five (5) or more years of CalPERS service) as of June 30, 2021; Have at least five (5) years of District service as of June 30, 2021; Retire from the District on June 30, 2021 or December 31, 2021; Retire from respective retirement system (CalSTRS or CalPERS) by July 1, 2021 or January 1, 2022 respectively.

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DOCTORAL STIPEND

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


This Agreement, if adopted by the Board of Trustees, shall constitute the complete and final Agreement of the parties for the 2021-2022 and 2022-2023 fiscal years.

For the District:

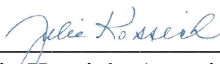
For the District Management Association:



Irma Ramos, Vice Chancellor Date
Human Resources



Lisa McPheron 3-16-21
Date



Julie Kossick, Associate Vice Chancellor Date
Human Resources

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 23, 2021

SUBJECT: District's Proposal for a Successor Agreement to the Adjunct Faculty United Contract

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

BACKGROUND: The collective bargaining agreement between the District and Adjunct Faculty United/AFT/AFL/CIO Local 6106 expires on June 30, 2021. The initial proposal for a successor agreement is submitted by the District.

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

How does this relate to Board Policy: 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 initial proposal for a successor agreement between the District and Adjunct Faculty United, as submitted by the District, be received by the Board and that a public hearing on this proposal be set for April 13, 2021.

Irma Ramos

Recommended by



Approved for Submittal

5.h.1

Item No.

**North Orange County Community College District
Office of Human Resources**

INTRADISTRICT CORRESPONDENCE

To: Tonya Cobb, Adjunct Faculty United President

From: Irma Ramos, Vice Chancellor, Human Resources 

Date: March 17, 2021

Subject: Negotiations for Successor Agreement

The current collective bargaining agreement between Adjunct Faculty United and the District will expire June 30, 2021. In accordance with Section 1.2 of the Agreement, this will serve as notice of the District's intent to negotiate a successor agreement.

The District proposes the following for successor negotiations:

Article 7 – Working Conditions

Modify unit member responsibilities to include accommodations for disabled students.

Article 9 – Evaluations

Modify method of evaluation to include electronic evaluation and signatures.
Clarify language regarding evaluation of distance education.

Article 11 – Salary

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

Article 13 – Office Hours

Modify language to address how office hours are scheduled.

Article 14 – Leaves of Absence

Modify language regarding unit member responsibilities to provide a medical statement.

Clean-up Language

NOCE transition from trimester to semester.

Article 2.1.1.2 – correct number of hours per week for counselors.

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

DATE: March 23, 2021

SUBJECT: Adjunct Faculty United Proposal for a
Successor Agreement to the Adjunct
Faculty United Contract

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: The collective bargaining agreement between Adjunct Faculty United/AFT/AFL/CIO Local 6106 and the District expires on June 30, 2021. The initial proposal for a successor agreement is submitted by Adjunct Faculty United.

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

How does this relate to Board Policy: 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 initial proposal for a successor agreement between Adjunct Faculty United and the District, as submitted by Adjunct Faculty United, be received and that a public hearing on this proposal be set for April 13, 2021.

Irma Ramos

Recommended by



Approved for Submittal

5.i.1

Item No.



MEMORANDUM

March 13, 2021

To: Ms. Irma Ramos,
Vice Chancellor, Human Resources
North Orange County Community College District

From: Tonya Cobb
President, Adjunct Faculty United (AdFac)

RE: Formal Sunshine Proposal from AdFac and Intent to Bargain

Adjunct Faculty United, acting on behalf of its members, fundamentally supports the District goals of enhancing student equity and success, improving employee morale, and upholding high standards in academics and promoting joy in teaching, learning, and work.

With that in mind, Adjunct Faculty United formally presents the following sunshine proposals to open negotiations for the 2021 school year:

Article 3 (Union Rights): It is AdFac's intent to increase the compensation for union business.

Article 9 (Evaluation): It is AdFac's intent to revise the article and/or form to reflect the method of the evaluation to include remote and online delivery systems and to clean up the "frequency" definition (as it relates to NOCE's change to semesters).

Article 11 (Salary): It is AdFac's intent to increase compensation across all steps and columns.

Article 12 (Benefits): It is AdFac's intent to increase the per semester health reimbursement and revise the eligibility requirements.

Article 13 (Office Hours): It is AdFac's intent to increase the amount of time and compensation for office hours.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: March 23, 2021
SUBJECT: District Successor Agreement proposal to CSEA Chapter 167

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: The collective bargaining agreement between the District and CSEA Chapter 167 expires June 30, 2021. The initial proposal for a successor agreement is submitted by the District.

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

How does this relate to Board Policy: 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 initial proposal for a successor agreement from the District to CSEA Chapter 167 be received by the Board and that a public hearing on this proposal be set for April 13, 2021.

Irma Ramos

Recommended by



Approved for Submittal

5.j.1

Item No.



Office of Human Resources

To: Joe Vasquez, President, CSEA Chapter 167
From: Julie Kossick, Associate Vice Chancellor, Human Resources
Date: March 17, 2021
Subject: CSEA Successor Negotiations

The current collective bargaining unit between CSEA Chapter 167 and the District will expire June 30, 2021. Pursuant to the provisions of Article 26 of the Agreement, this will serve as notice of the District's proposed contract negotiations. The District proposes the following for successor negotiations:

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

Modify language regarding Fringe Benefits, Health Benefits, Insurance and Benefits committee.

Article 10 – Hours and Overtime

Modify language related to alternative work schedule and overtime provisions.

Article 16 – Recruitment, Transfer, and Promotion

Modify language related to timelines and processes.

Article 18 – Classification and Reclassification

Modify language to clarify the process and address the frequency.

Article 20 – Disciplinary Action

Modify language related to due process requirements.

Article 21 – Layoff and Reemployment

Modify language to ensure compliance with California Education code regarding timelines and processes.

Article 23 – Grievance Procedure

Modify language related to the grievance procedure and timelines.

Article 28 – Duration

Modify language related to duration of collective bargaining agreement.

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	<u>X</u>
DATE:	March 23, 2021	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Revised Board Policy 4235, Credit for Prior Learning	Enclosure(s)	<u>X</u>

BACKGROUND: Board Policy 4235 was reviewed and revised to reflect content revisions per the Community College League of California (CCLC) Policy and Procedure Legal Updates and revisions recommended by Jane Wright, CCLC Consultant. This policy was updated and retitled to “Credit for Prior Learning” to reflect changes in Title 5 Section 55050. Faculty were instrumental in the revision and update with both campus curriculum committees and senates conducting multiple reviews to arrive at the adopted revisions before being approved by the District Curriculum Coordinating Committee.

The District Consultation Council reviewed, discussed, and reached consensus on BP 4235 on February 22.

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


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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt proposed, revised BP 4235, Credit for Prior Learning.

Cheryl Marshall

Recommended by



Approved for Submittal

6.a.1

Item No.

North Orange County Community College District
BOARD POLICY
Chapter 4
Academic Affairs

BP 4235 Credit by Examination for Prior Learning

Reference:

Title 5 Section 55050

- 1.0 The Board of Trustees shall adopt and publish regulations pertaining to credit by ~~examination~~ for prior learning in accordance with the provisions of Section ~~55753~~ 55050. The Board of Trustees may grant credit to any student who ~~satisfactorily passes an examination~~ or completes an assessment approved by discipline faculty or conducted by and other proper authorities of the college. Procedures for students to attain credit for prior learning shall include, but not be limited to, credit by examination, evaluation of Joint Services Transcripts, evaluation of student-created portfolios, evaluation of industry-recognized credential documentation, and standardized exams. ~~Students who satisfactorily pass authorized examinations may earn credit.~~ The Chancellor, in consultation with the faculty, as stated in BP/AP2510, Participation in Local Decision-making, shall establish administrative procedures to implement this policy.

See Board Policy 2510, Participation in Local Decision-making; Administrative Procedure 2510; Participation in Local Decision-making; and Administrative Procedure ~~AP~~4235, Credit for Prior Learning.

Date of Adoption: June 22, 2004

Date of Last Revision: November 5, 2008 Chancellor's Staff

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 23, 2021

SUBJECT: Revised Board Policy 2310,
Regular Meetings of the Board

Action	X
Resolution	
Information	X
Enclosure(s)	X

BACKGROUND: On September 25, 2018 the Board conducted a study session to review and discuss the District's policy development process. During that study session, four Board Policies were referred to the Board Policy Subcommittee for review, including Board Policy 2310, Regular Meetings of the Board. The Board Subcommittee revised BP 2310 to clarify when Board meetings occur in Section 1.0; to add language in the newly created Sections 7.0 and 8.0 regarding teleconferenced meetings and procedural rules; make grammatical corrections; and to cite the corresponding policies and procedures.

Revised BP 2310 was presented to the Board on November 24 for review and input prior to being shared with the District Consultation Council (DCC). DCC reviewed, discussed, and reached consensus on BP 2310 on January 25. The Board had a first reading of BP 2310 on February 9 and the recommended language from that meeting is highlighted in red.


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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt proposed, revised BP 2310, Regular Meetings of the Board.

Cheryl Marshall
Recommended by


Approved for Submittal

6.b.1
Item No.

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2310 Regular Meetings of the Board

Reference:

**Education Code Section 72000(d);
Government Code 54952.2, 54953 et seq., 54961**

- 1.0 ~~Regular meetings of the Board shall be held the second and fourth Tuesday of each month.~~ The Board of Trustees will adopt a calendar of Board meetings at its annual organizational meeting. In most months the Board will meet on the second and fourth Tuesday. In some months the Board may meet only once. Regular meetings of the Board shall normally be held at the Anaheim Campus, 1830 W. Romneya Drive, Anaheim, CA, 92801 at 5:30 p.m. The calendar of Board meetings shall be published on the District website.
- 2.0 A notice identifying the location, date, and time of each regular meeting of the Board of Trustees shall be posted at least ten (10) days prior to the meeting and shall remain posted until the day and time of the meeting.
- 3.0 All regular meetings of the Board of Trustees shall be held within the boundaries of the District except in cases where the Board is meeting with another local agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District.
- 4.0 All regular and special meetings of the Board of Trustees shall be open to the public, be accessible to persons with disabilities, and otherwise comply with Brown Act provisions, except as required or permitted by law.
- 5.0 The Board of Trustees may adjourn any regular meeting to a later fixed date to complete any unfinished business. At such adjourned session, the Board shall have all the powers of the preceding regular session. Notice of the adjourned meeting must be posted on or near the door of the meeting room within 24 hours of the adjournment.
- 6.0 Representatives directly affiliated with ~~of~~ each of the bargaining units of District employees, the Academic/Faculty Senates, and administrative personnel as designated by the Chancellor will be seated at a Resource Table. These representatives may provide reports to the Board of Trustees from their respective organizations, provide input on agenda items, or serve as a resource to the Board in the discussion of issues subject to Board guidelines.
- 7.0 The Board of Trustees may use teleconferencing for its meetings consistent with Government Code Section 54953(b). A teleconferenced meeting shall comply with all legal requirements pertaining to such meetings. All votes taken during a teleconferenced meeting shall be by roll call.
- 8.0 Matters of procedure not governed by law or Board policy shall be guided by Robert's Rules of Order.

See Board Policy 2315, Closed Sessions; Board Policy 2320, Special and Emergency Meetings; Administrative Procedure 2320, Special and Emergency Meetings; Board Policy 2330, Quorum and Voting; Board Policy 2340, Agendas; Administrative Procedure 2340, Agendas; Board Policy 2360, Minutes; and Administrative Procedure 2360, Minutes.

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2310 Regular Meetings of the Board

Date of Adoption: June 24, 2003

Date of Last Revision: June 1, 2004

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: November 10, 2020

SUBJECT: Revised Board Policy 2200,
Board Duties and Responsibilities

BACKGROUND: On September 25, 2018 the Board conducted a study session to review and discuss the District's policy development process. During that study session, four Board Policies were referred to the Board Policy Subcommittee for review, including Board Policy 2200, Board Duties and Responsibilities.

Substantial revisions were recommended by the Board of Trustees Policy Subcommittee. The Subcommittee recommendations (noted in blue) were originally presented to the Board on June 23, 2020 and referred to legal counsel for review. Legal counsel recommended additional language to Section 3.0 (noted in red).

The District Consultation Council reviewed, discussed, and reached consensus on BP 2200 on October 26, 2020. The Board had a first reading of BP 2200 on November 10, 2020. During that meeting, the Board decided that a study session would take place in order to guide discussion on understanding the law and ability to make informed decisions when revising Board Policies. The study session occurred on March 9, 2021.

The current version of BP 2200 is also included for reference.

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


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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt proposed, revised BP 2200, Board Duties and Responsibilities.

Cheryl Marshall

Recommended by



Approved for Submittal

6.c.1

Item No.

BP 2200 Board Duties and Responsibilities

Reference:

**ACCJC Accreditation Standard IV;
WASC/ACS Criterion 2, Indicator 2.1**

1.0 The Board of Trustees governs the community colleges and education centers of the North Orange County Community College District on behalf of the residents ~~citizens~~ of the ~~North Orange County Community College~~ District in accordance with the authority granted and duties defined in Education Code Section 70902.

1.1 The Board of Trustees may initiate and carry on any lawful program or activity that is not in conflict with the purposes for which community college districts are established.

1.2 The Board of Trustees shall represent the public interest and establish rules and policies consistent with applicable laws and regulations for the governance and operation of the District's community colleges and education centers.

2.0 The Board of Trustees is committed to fulfilling its responsibilities to:

~~2.1 Represent the public interest.~~

~~2.2~~ **2.1** ~~Establish~~ **Adopt** policies that define the institutional mission and set prudent, ethical, and legal standards for ~~college~~ **campus** operations.

~~2.3 Hire and evaluate the Chancellor.~~

~~2.4 Delegate power and authority to the Chancellor to effectively lead the District.~~

2.2 Hire a Chancellor and delegate to the Chancellor the executive authority to implement Board policies and decisions and other duties the Board of Trustees may prescribe.

2.3 Establish policies for and approve comprehensive academic facilities plans.

2.4 Establish policies for and approve courses of instruction and educational programs, academic standards and graduation requirements, and rules governing student conduct.

~~2.5 Assure fiscal health and stability.~~

~~2.6~~ **2.5** Monitor institutional performance, educational quality, and compliance with accreditation standards.

2.6 Adopt operational and capital outlay budgets that assure fiscal health and stability, and determine the need for tax or bond elections.

BP 2200 Board Duties and Responsibilities

~~2.7 Advocate for and protect the District.~~

2.7 Hold and convey property for the use and benefit of the District and manage and control District property.

2.8 Employ and assign all personnel and establish employment practices, salaries, and benefits for all employees.

2.9 Establish procedures for effective involvement of faculty, staff, and students in local governance.

3.0 The Board of Trustees, by majority vote, may adopt a rule delegating authority to the District's Chancellor or any other employee or to a committee as the Board may designate. Any rule delegating authority shall prescribe the limits of the delegation. **The governing board shall not delegate any power that is expressly made nondelegable by statute.**

See Board Policy 2715, Board Code of Ethics/Standards of Practice.

Date of Adoption: April 24, 2007

Date of Last Revision: September 14, 2016 Chancellor's Staff
April 26, 2016
November 26, 2014 Chancellor's Staff

BP 2200 Board Duties and Responsibilities

Reference:

ACCJC Accreditation Standard IV
WASC/ACS Criterion 2, Indicator 2.1

- 1.0 The Board of Trustees governs on behalf of the citizens of the North Orange County Community College District in accordance with the authority granted and duties defined in Education Code Section 70902.
- 2.0 The Board is committed to fulfilling its responsibilities to:
 - 2.1 Represent the public interest.
 - 2.2 Establish policies that define the institutional mission and set prudent, ethical, and legal standards for college operations.
 - 2.3 Hire and evaluate the Chancellor.
 - 2.4 Delegate power and authority to the Chancellor to effectively lead the District.
 - 2.5 Assure fiscal health and stability.
 - 2.6 Monitor institutional performance, educational quality, and compliance with accreditation standards.
 - 2.7 Advocate for and protect the District.

Date of Adoption: April 24, 2007

Date of Last Revision: September 14, 2016 Chancellor's Staff
April 26, 2016
November 26, 2014 Chancellor's Staff

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	March 23, 2021	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	2021 District Legislative Priorities	Enclosure(s)	<u> X </u>

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

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

For 2021, Chancellor’s Staff has identified the following state and federal legislative priorities:

State Legislative Priorities

- Part-time Students
- Workforce Development
- Basic Needs
- Diversity, Equity, Inclusion, and Anti-Racism
- Noncredit
- Return to In-Person Instruction and Services

Federal Legislative Priorities

- Reauthorization of the Higher Education Act
- Title IX
- Return to In-Person Instruction and Services

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

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


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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt the recommended state and federal legislative priorities for 2021 and empower the Chancellor of the North Orange County Community College District to advocate for the interests of the students, staff, and faculty of the District on behalf of the Board.

Cheryl Marshall
Recommended by



Approved for Submittal

6.d.2
Item No.

North Orange County Community College District

2021 State Legislative Priorities

The North Orange County Community College District has identified six critically important state legislative priorities to focus advocacy efforts on for 2021. Each priority has been carefully chosen to focus on results that will support the District's student population, staff, faculty, and long-term sustainability. These priorities allow staff and the District's advocates in Sacramento to act expeditiously on key state issues that impact the District and the students we serve; however this is not an all-inclusive list of the issues the District will engage in and advocate on.

1. **Part-Time Students:** Part-time students make up the vast majority of who the California Community Colleges (CCCs) serve statewide. Our District's student population is comprised of 75% part-time students, in credit and noncredit courses. The COVID-19 pandemic has only further driven students towards part-time college attendance, as they struggle to balance health, economic, and family pressures. There is a disconnect between how our CCC system is structured in terms of the student populations we are rewarded for serving, versus the students we actually serve. Examples of this are systemically driven in the Student Centered Funding Formula (SCFF) and the College Promise Program. Districts and colleges financially benefit most by serving full-time students through the SCFF. Additionally, students reap the financial benefits of full-time attendance through the College Promise Program. The District believes systemic policy changes are needed, with an equity lens, to shift the CCC's mission in a way that more accurately reflects the broad range of students we serve.
2. **Workforce Development:** California Community Colleges will play a key role in the State's economic recovery needed due to the COVID-19 pandemic impacts. The truth is, CCC's have always played a significant role in the economic health and wellbeing of our state. CCC's are the State's job training providers. We partner with K-12 districts, universities, and industry to provide career ladder opportunities. Through the State's continued investments in the Strong Workforce Program, Guided Pathways, the Baccalaureate Program, and Career Education, we stand ready to partner with the State and ensure our students are trained and prepared for the labor industries that are growing in our region. The District strongly supports ongoing investments and policies that support the CCCs in preparing our students for the workforce, including making the Baccalaureate degree a permanent program.
3. **Basic Needs:** Student success is directly impacted by their access to basic needs, such as food, housing, technology, transportation, and mental health services. The COVID-19 pandemic has increased the demand for these services to be provided to our students. The District strongly supports any policy and/or budget related efforts aimed at increasing CCC students' ability to access basic needs and mental health services. Efforts on these issues are underway through proposed policy changes by the California Community Colleges Chief Executive Officer's (CEOCCC) Affordability Housing and Food Insecurity Taskforce created in 2018. The District strongly supports the recommendations of the Taskforce.
4. **Diversity, Equity, Inclusion, and Anti-Racism (DEIA):** The District is committed to DEIA initiatives with the goal of developing an interculturally proficient community of students, faculty, and staff. During these challenging times of racial tension across the Country, the District supports policies that systemically challenge racism, and further promote diversity, equity, and inclusion efforts for CCCs.

5. **Noncredit:** The District has one of the largest noncredit centers in California. The North Orange Continuing Education (NOCE) serves over 30,000 students a year through such programs as high school diploma, English as a second language, parenting, and career certification classes. Historically, there have been several examples of statewide community college initiatives implemented that have not adequately considered the special administration challenges inherent to noncredit education, even when that inclusion would have been a valuable addition to the initiative. The District will continue to advocate for equitable legislative and regulatory consideration for noncredit students and programs, including how the California Adult Education Program (CAEP) funding is disbursed, to ensure the community is being served to the fullest extent possible.

6. **Return to In-Person Instruction and Services:** The CCC system has seen a significant decline in enrollment due to the COVID-19 pandemic, and the shift from in-person courses, to online and distance learning. While the District has taken extraordinary measures to ensure students have the resources they need to be successful with distance learning, we understand it's just not for every student. The District supports policies and financial resources to provide students with the access to technology they need to succeed in a distance or online learning format, including access to broadband, computers, and software. The District supports the need for resources for campuses to successfully transition courses and student services to online and distance platforms, including the need for professional development, training, and technology support for staff. The District support policies and resources to assist colleges implement the proper health and safety guidelines required to successfully return to in-person instruction on our campuses. The District supports the recommendations of the California Community Colleges Chancellor's office, Safe Campus Reopening Workgroup.

North Orange County Community College District

2021 Federal Legislative Priorities

The North Orange County Community College District has identified three critically important federal legislative priorities to focus advocacy efforts on for 2021. Each priority has been carefully chosen to focus on results that will support the District's student population, staff, faculty, and long-term sustainability. These priorities allow staff and the District's advocates in Washington, D.C. to act expeditiously on key federal issues that impact the District and the students we serve; however this is not an all-inclusive list of the issues the District will engage in and advocate on.

1. **Reauthorization of the Higher Education Act:** The Reauthorization of the Higher Education Act (HEA) is important to the District for many reasons, including that it governs federal financial aid programs for our students. Federal financial aid consists of student loans and need-based financial aid, such as the Pell Grant, Supplemental Educational Opportunity Grants (SEOG), and Federal Work-Study. The HEA has been expired since 2013 and extended by Congress while debates over the reauthorization take place. With a new federal Administration, we anticipate significant changes to be proposed in the reauthorization process, including increased student aid support through efforts to make community college free for students, as well as policy changes related to accreditation, regulation reform, student loans, and additional transparency. It is important during reauthorization of the HEA that any changes to law reflect the diverse student population and interests of our students. The District supports additional resources to lessen and/or eliminate the cost for students to attend community college in California.
2. **Title IX:** One of President Biden's stated higher education priorities includes addressing how colleges across the nation respond to sexual assault on campus. These new regulations drastically change how colleges and our District responds to sexual assault on campus. The new requirements for a hearing, where the victim would have to face the alleged perpetrator and where the perpetrator's representative can cross examine the victim will likely result in fewer complaints being filed and more victims dropping their complaint (grievance under the Title IX regs) just before the hearing. Additional costs for the District would be due to the new regulations requiring an advisor for the parties, the requirement of a hearing officer, and the additional steps in the investigative process that would increase the hours billed by outside investigators. We believe these regulations must be changed immediately, as they deter students from coming forward with legitimate sexual assault claims, and put an undue financial burden on our District.
3. **Return to In-Person Instruction and Services:** The California Community College system has seen a significant decline in enrollment due to the COVID-19 pandemic, and the shift from in-person courses to online and distance learning. While the District has taken extraordinary measures to ensure students have the resources they need to be successful with distance learning, we understand it's just not for every student. The District supports federal policies and financial resources to provide students with the access to technology they need to succeed in a distance or online learning format, including access to broadband, computers, and software. The District supports the need for resources for campuses to successfully transition courses and student services to online and distance platforms, including the need for professional development, training, and technology support for staff. The District will advocate to ensure all students, both noncredit and credit, are able to access federal emergency grants and/or resources. The District supports federally funded resources that will support state efforts to implement the proper health and safety guidelines required to successfully return to in-person instruction on our campuses.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	March 23, 2021	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Board of Trustees Assessment Instrument	Enclosure(s)	<u> X </u>

BACKGROUND: On February 12, 2019, the Board adopted revised Board Policy 2745, Board Self-Evaluation, with the Board of Trustees Assessment Instrument to be distributed annually during the month of April. The Instrument was last revised on February 26, 2019 to incorporate the recommendations of the Board Evaluation Subcommittee which referenced ACCJC Accreditation Standard IV.C.

The Board of Trustees Assessment Instrument is scheduled to be distributed at the April 13, 2021 Board meeting.


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

How does this relate to Board Policy: This item is in accordance with Board Policy 2745, Board Self-Evaluation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board review the Board of Trustees Assessment Instrument, make any appropriate changes, and re-adopt the instrument.

Cheryl Marshall
Recommended by


Approved for Submittal

6.e.1
Item No.

North Orange County Community College District

BOARD OF TRUSTEES ASSESSMENT

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

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

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

PROCESS

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

The completed assessment forms shall be submitted to the Chancellor’s Office on or before the second meeting in April.

The Chancellor’s Office shall complete results of the assessment for distribution at the first meeting in May.

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

Board of Trustees Assessment

	Rating Scale: 4 = Excellent 3 = Acceptable 2 = Need Improvement 1 = Unsatisfactory 0 = No Knowledge of
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Question		Rating	Comments/Suggestions
The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of student learning programs and services.			
1.	The Board has clearly defined institutional goals with desired outcomes both short and long-term.		
2.	The Board's highest priority is student learning and student success.		
3a.	The Board has established mission and vision statements, and a strategic plan that looks to the future, anticipating what the institution and its colleges will be like in 10 years.		
3b.	The Board reviews the mission and vision statements every three years.		
3c.	The Board regularly reviews its policies to be consistent with its mission.		
4.	The Chancellor's goals, as affirmed by the Board, establish priorities that are both strategic and manageable and provide Board direction for the administration.		
5a.	The Board upholds a code of ethics and conflict of interest policy, and individual Board members adhere to the code.		

5b.	<u>The Board has a clearly defined policy dealing with violations.</u>		
6.	To ensure the institution is accomplishing its goals for student success, the Board regularly reviews key indicators of student learning and achievement and institutional plans for improving academic quality.		
7.	The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.		
8.	The Board regularly evaluates its processes to support continuous improvement.		
Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning programs and services.”			

Question		Rating	Comments/Suggestions
As an independent policy-making body that reflects the public interest, the Board acts as a whole. The Board advocates for and defends the institution and protects it from undue influence or political pressures:			
9.	Direction to staff are based on a consensus of a majority of the Board. Individual Board members do not assume authority.		
10.	Board members respect each other’s opinions.		
11.	Discussions are structured so that all have an opportunity to contribute to the decision.		

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

Question		Rating	Comments/Suggestions
Board meetings run effectively:			
15.	Board members are punctual to and attend all Board meetings to conclusion.		
16.	The Board reviews agenda materials and is prepared for Board meetings.		
17a.	New Board members, including student trustees, receive an orientation to rules roles and responsibilities and District mission and policies.		
17b.	The Board members engage in ongoing professional development. Suggestion: Include the categories from the Excellence in Trusteeship Program. 1) Accreditation; 2) Board/CEO Relationship; 3) Board Evaluation; 4) Brown Act Training; 5) Diversity, Equity, and Inclusion; 6) Ethics Training; 7) Fiscal Responsibilities; 8) Governance; and 9) Student Success		

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

Question		Rating	Comments/Suggestions
Board members are actively knowledgeable about and engaged in the District community:			
23a.	Board members are knowledgeable about community college and state related issues.		
23b.	Board members are knowledgeable and take an appropriate role in the accreditation process.		
24.	The Board acts as an advocate for community colleges.		

25.	Board members are available to District employees for comments and suggestions.		
26.	The Board shows its support for the District through members attending various events.		
27.	The Board is knowledgeable about the District's history, values, strengths, and weaknesses.		
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.		
29.	The Board has processes in place for appropriately involving the community in relevant decisions.		
30.	The Board helps promote the image of the District in the community. <i>Suggested language:</i> ...by providing trustees with relevant talking points.		
31.	The Board understands the collective bargaining process and its role in the process.		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.		
33.	The Board gives adequate attention to the mission and goals of the District.		
34.	The Board has a procedure for annual evaluations of the Chancellor.		

35.	The Board demonstrates a good understanding of collegial consultation and related processes.		
36.	In general, what rating does the Board as a whole deserve?		
Overall rating for “Board members are actively knowledgeable about and engaged in the District community.”			

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

Date of Last Revision: March 2019; March 2017; March 2015; March 2013; March 2009; March 2007; March 2005; August 2001

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	March 23, 2021	Resolution	X
SUBJECT:	Resolution No. 20/21-16, In Support of Equal Pay in California Community Colleges	Information	
		Enclosure(s)	X

BACKGROUND:

#EqualPayCA is an initiative led by the First Partner's Office and the California Commission on the Status of Women and Girls (CCSWG) to help close the pay gap in California, with a recognition that more work needs to be done to address the wage gap facing women of color in particular. Policies that ensure equal pay for all Americans help businesses attract the strongest talent, boost productivity, and benefit our economy.

In recent years, California has taken critical steps to close this gap by passing the strongest pay equity law in the nation, the California Fair Pay Act (SB 358 – Jackson), and launching a statewide Pay Equity Task Force, led by the CCSWG. As a result, comprehensive resources, guidelines, and best practices are now available to assist employees and employers to better understand their rights and responsibilities under the law and how to move the needle in closing the pay gap.

Additionally, the effort is challenging businesses and institutions to take the Equal Pay Pledge and commit to conducting an annual company-wide gender pay analysis, reviewing hiring and promotion processes and procedures to reduce unconscious bias and structural barriers, and promoting best practices that will close the pay gap to ensure fundamental equity for all workers. Adoption of this resolution by the Board of Trustees would result in NOCCCD committing to take the Equal Pay Pledge.

At the request of Board of Trustees President Dr. Barbara Dunsheath, this agenda item is submitted by Kai Stearns, District Director of Public and Government Affairs.


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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Unknown at this time.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 20/21-16, In Support of Equal Pay in California Community Colleges.

Barbara Dunsheath
Recommended by


Approved for Submittal

6.f.1
Item No.

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



**Resolution No. 20/21-16, In Support of
Equal Pay in California Community Colleges**

WHEREAS, California Community Colleges, the largest system of higher education in the country with more than 2.1 million students at 116 colleges, serves the most diverse student population of any system of higher education in the State; and

WHEREAS, The open-access mission of the California Community Colleges provides a path for economic and social mobility for its students, 43% of whom are the first in their families to attend an institution of higher education and 53% of enrolled students identify as female; and

WHEREAS, The California Community College system is composed of 58% female employees across administrators, tenured faculty, part-time faculty and classified employees; and

WHEREAS, The #EqualPayCA is a campaign led by First Partner Jennifer Siebel Newsom in partnership with The California Commission on the Status of Women and Girls (CCSWG) focused on closing the pay gap in California; and

WHEREAS, California has the strongest equal pay laws in the nation, but we recognize that change doesn't happen without education and implementation; and

WHEREAS, The #EqualPayCA campaign proposes closing the wage gap by promoting and distributing new resources from the CCSWG's Pay Equity Task Force, raising awareness about the pay gap and challenging businesses to commit to pay equity in the workplace through the CA Pay Equity Pledge; and

WHEREAS, Existing California law regulates the payment of compensation to employees by employers; and

WHEREAS, The Equal Pay Act prohibits an employer from paying any of its employees wage rates that are less than what it pays employees of the opposite sex, or of another race, or of another ethnicity for substantially similar work, when viewed as a composite of skill, effort, and responsibility, and performed under similar working conditions; and

WHEREAS, In 2019, the California wage gap data by race/ethnicity from the National Women's Law Center as compared to white men showed that California white women earn 80 cents, Asian women earn 75 cents, Black women earn 60 cents, Latinas earn 43 cents, to every dollar earned by white men; and

WHEREAS, The Commission on status of Women reports that there is gender gap in 97% of occupations; and

WHEREAS, By tackling unequal pay, an employer can increase efficiency and productivity because you attract a larger pool of applicants to choose from; and

WHEREAS, Forty one percent (41%) of mothers are the sole or primary breadwinners in their families and make on the average, 69 cents to the dollar, as compared to fathers; and

WHEREAS, Based on today's wage gap, women lose \$407,760 over the course of a 40 year career; and

WHEREAS, The pay gap is widest for women ages 55-64 indicating that the pay gap follows women into retirement; and

WHEREAS, The disparity in earning has a significant impact on the economic security and welfare of working women and their families;

NOW, THEREFORE, BE IT RESOLVED, that the North Orange County Community College District hereby urges the elimination of any wage gap based on gender, and supports the #EqualPayCA campaign led by First Partner Jennifer Siebel Newsom in partnership with The California Commission on the Status of Women and Girls (CCSWG) focused on closing the pay gap in California; and

BE IT FURTHER RESOLVED, that the North Orange Community College District Board of Trustees joins First Partner Jennifer Siebel Newsom #EqualPayCA pledge and advance the implementation the California Fair Pay Act by:

- a) Conducting an annual district gender pay analysis;
- b) Conducting regional analysis of gender pay for exempt employees;
- c) Reviewing hiring and promotion processes to reduce bias and barriers;
- d) Sharing information about the California Fair Pay Act with employees;
- e) Identifying and promoting best practices that will help close the pay gap, including clear processes against retaliation.

PASSED AND ADOPTED by the Governing Board of the North Orange Community College District, this 23rd day of March 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Barbara Dunsheath
Board President

6.f.3

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 23, 2021

SUBJECT: Future Board Agenda Items

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

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Cheryl Marshall

Recommended by

Cheryl Marshall

Approved for Submittal

6.g

Item No.

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

March 9, 2021

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 9, 2021, at 5:30 p.m. via Zoom teleconference and YouTube livestream.

President Barbara Dunsheath called the meeting to order at 5:31 p.m. Fullerton College Student Robert Darden led the Pledge of Allegiance to the Flag and provided a statement on what democracy means to him.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Evangelina Rosales, and Student Trustees Ester Plavdjian and Chloe Reyes. Jacqueline Rodarte arrived at: 5:51 p.m. Absent: None.

RESOURCE PERSONNEL PRESENT: Cheryl Marshall, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Greg Schulz, President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, President, North Orange Continuing Education; Kai Stearns, District Director, Public & Governmental Affairs; Lisa McPherson, representing the District Management Association; Carlos Diaz, representing the North Orange Continuing Education Academic Senate; Craig Goralski, representing the Cypress College Academic Senate; Kim Orlijan, representing the Fullerton College Faculty Senate; Christie Diep, representing United Faculty; Joseph Vasquez representing CSEA; Tonya Cobb, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Paul de Dios, Lee Douglas, and Alex Porter from Cypress College; Gil Contreras, Rod Garcia, Jose Ramon Nuñez, and Joe Ramirez from Fullerton College; Karen Bautista and Terry Cox from North Orange Continuing Education; and Danielle Davy from the District Office.

VISITORS: Robert Darden, Eileen O'Hare-Anderson, Maureen Toal, and Ashley Walker. Public participation was provided via YouTube livestream.

COMMENTS: MEMBERS OF THE AUDIENCE: The following public comments were received via email and were read into the record by the Recording Secretary:

- A. **Elias Orozco**, Fullerton College Classified Employee, provided a statement to the Board expressing his concern about the SERP offer that is different from the last one and the use of the SERP during contract negotiations.

(See Supplemental Minutes #1270 for a copy of the statement.)

- B. **Mary Ann Babbo**, Classified Employee, provided a statement to the Board noting that the District's offer to CSEA that has been proposed as incentive in the form of SERP,

COLA, and salary increases is a slap in the face and offensive. She stated that the District continues to hire management positions without consideration for the support that Classified provide to them. She referenced the recent increases provided to United Faculty which have not been offered to Classified who deserve at least what faculty were given.

(See Supplemental Minutes #1270 for a copy of the statement.)

- C. **Nichole Crockrom**, Fullerton College Classified Employee, provided a statement to the Board noting that employees are watching and wondering where the District and Board stand as it relates to Classified salary negotiations.

(See Supplemental Minutes #1270 for a copy of the statement.)

- D. **Steven Rodriguez**, Classified Employee, provided a statement to the Board requesting that the SERP be separated from CSEA contract negotiations, the impact of the SERP on employees retiring by June 30, the delay in negotiations due to the District's delayed response, and consideration for a SERP postponement to June 30, 2022. He also requested that the percentages related to fringe benefits between Classified, Confidentials, and managers be reviewed and offered equally across the board.

(See Supplemental Minutes #1270 for a copy of the statement.)

- E. **Marwin Luminarias**, Fullerton College Classified Employee, provided a statement to the Board stating that during negotiations with CSEA, the district team has insisted that the Board is responsible for offering Classified about 1% in salary "increases" over the next three years and has returned with "status quo" responses to reasonable CSEA proposals. He expressed disappointment with the Board authorizing the District's negotiation tactics which treat Classified professionals like they are disposable when many Classified risked their own health and safety to provide the District infrastructure needed to survive the pandemic.

(See Supplemental Minutes #1270 for a copy of the statement.)

- F. **Melisa McLellan**, Fullerton College Classified Employee, provided a statement to Board to encouraging them to consider the current CSEA proposal for an on-schedule salary increase and not to focus on the SERP and dependent benefits.

(See Supplemental Minutes #1270 for a copy of the statement.)

- G. **Pamela Spence**, Classified Employee, provided a statement to the Board stating that Human Resources has given the Classified negotiating team an offer that is in bad faith. CSEA has salary and two articles of the contract on the table and they want to have salary negotiations now with a fair offer.

(See Supplemental Minutes #1270 for a copy of the statement.)

- H. **Antionese Clark-Cotton**, Classified Employee, provided a statement to the Board expressing support for classified staff that have continued to exceed work expectations during the pandemic and demonstrated loyalty to the students, administration, and

District goals. She asked that the Board consider their value when determining offers and counteroffers with the CSEA negotiating team.

(See Supplemental Minutes #1270 for a copy of the statement.)

- I. **Jennifer Merchant**, Fullerton College Classified Employee, provided a statement to the Board noting that she was disheartened by the District's lack of consideration in the negotiation process with CSEA that serves as another example of the lack of equity towards the most diverse employee population. She requested that the District re-examine their privilege and offer fair compensation for their work.

(See Supplemental Minutes #1270 for a copy of the statement.)

- J. **Aziz Biatani**, Fullerton College Classified Employee, provided a statement to the Board to express his disappointment with the District's efforts in negotiating with CSEA. He highlighted the essential work of classified employees during the pandemic and noted that it was time to stop using praise as compensation for the hard work that classified do for the District.

(See Supplemental Minutes #1270 for a copy of the statement.)

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

Finance & Facilities: 4.a, 4.b, 4.c, 4.e, 4.f, 4.g, 4.h
Instructional Resources: 5.a

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and Rosales voting yes, including Student Trustee Reyes and Plavdjian's advisory votes.

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

Human Resources: 6.a, 6.b, 6.c, 6.d, 6.e

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

COMMENTS

- A. **Valentina Purtell** reported that NOCE students nominated **Lee Lassetter**, Emeritus Program faculty, as the Orange County Teacher of the Year nominee. She announced that the upcoming DSS Transition Night event will be held virtually on March 25 from 5:00 – 7:00 p.m. The event allows attendees to learn about DSS programs and vendors in the region that offer services.
- B. **JoAnna Schilling** wished everyone a happy Women's History Month. She thanked those who attended the Americana Awards which netted \$120,000 and expressed her gratitude to **Howard Kummerman, Rachel Ghatikar, Lesley-Anne Loon, and Marc**

- Posner** for their efforts. She reported that all of the Charger Experience Program students who applied to the University of California, Irvine were accepted and commended **Gisela Verduzco** and **Paul de Dios**. She announced that Cypress College will offer a campus town hall to discuss “Courageous Conversations about Race and Equity” with Frank Harris on March 22 that will include a student panel and facilitated break out discussion among participants. She concluded her report by congratulating **Tony Sanchez**, Biology faculty, on his nomination as the Orange County Teacher of the Year campus nominee.
- C. **Greg Schulz** thanked **Robert Darden** for his service to our country and his fellow students and for leading the Pledge of Allegiance. He reported that the Fullerton College Theater Festival on March 27 will be in a virtual format with 68 high schools and almost 2,000 students confirmed. He congratulated **Jodi Balma**, Political Science faculty, on her nomination as the Orange County Teacher of the Year nominee.
- D. **Lisa McPheron** responded to the public comments made to state that management love, support, and see the value of Classified colleagues, and support their professional growth. She clarified that managers have no influence on the negotiation process and expressed support for Classified teaching as adjuncts in the District.
- E. **Craig Goralski** reported on the February 25 Cypress College Academic Senate meeting which included updates on the Title V Grant, Credit for Prior Learning policies, COVID-19 Ad Hoc Committee, and Smoke-free Campus Initiative policy by Associated Students. He expressed his personal support, and that of the Senate, for classified colleagues.
- F. **Kim Orlijan** stated that she stands in solidarity with classified colleagues, reported that the Fullerton College Faculty Senate supports them, and congratulated **Jodi Balma** on her Orange County Teacher of the Year nomination.
- G. **Christie Diep** stated that it was sad to hear the reports from CSEA, that the District needs to move beyond status quo negotiating tactics, and expressed support from United Faculty for CSEA. She noted that the agenda includes a resolution regarding gender pay and equity that doesn’t address the District’s structural issues regarding the lack of support and pay disparity, and that the Board never addressed how **Student Trustee Chloe Reyes**, a female was disparaged by a male with no action.
- H. **Joseph Vasquez** reported that CSEA members are very unhappy with the status of current negotiations with the District. He shared that a District response to the December 7 CSEA counteroffer was not received until February 18. The District counteroffer included new items that were not being discussed and was in violation of the CSEA 6-10 policy. He expressed disbelief that the District offer reflects what the Board wants and hoped the Board would authorize an offer that everyone can support.
- I. **Tonya Cobb** reported that Adjunct Faculty United looks forward to negotiations with the District that will include rehire rights, that **Dashiel Johnson** has been hired as the new AdFac Executive Director, that four members will attend the upcoming CFT virtual convention, and expressed support for classified staff.

- J. **Student Trustee Chloe Reyes** invited everyone to participate in the Fullerton College Zoomchella virtual event on March 12 and wished a happy belated International Women's Day to all women-identifying leaders.
- K. **Trustee Jaqueline Rodarte** congratulated the Orange County Teacher of the Year campus nominees and applauded them for their great work in spite of the global pandemic. She reported on her attendance at Americana and noted how the Cypress College Foundation highlighted different students and how the foundation helped them.
- L. **Trustee Stephen T. Blount** reported that he was sworn in as a trustee five years ago and is proud of his work on the Board. He also commended Cypress College for their Americana event which included outstanding student testimonials and music.
- M. **Trustee Evangelina Rosales** reported on her ongoing volunteer efforts to assist community members with transportation and translation services related to COVID-19 vaccinations and reported on her participation at the Americana virtual event.
- N. **Trustee Barbara Dunsheath** echoed the compliments for the Americana event and thanked **Howard Kummerman** and his team for their coordination. She also thanked Cypress College for inviting **Angela Davis** to speak, congratulated the Orange County Teacher of the Year nominees, and acknowledged International Women's Day.

MINUTES: It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Stephen T. Blount to approve the Minutes of the Regular Meeting of February 23, 2021. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

STUDY SESSION

Item 3.a: The Board conducted a study session to review and discuss board policies and administrative procedures from a legal perspective. The study session was facilitated by Eileen O'Hare-Anderson, from Liebert Cassidy Whitmore, who led the discussion outlining foundational concepts, the differences between board policies and administrative procedures, the CCLC Policy & Procedure Service, and the review process.

During the discussion, trustees discussed the Board's prerogative with regard to policy; the process that includes feedback before a Board Policy is presented for Board review; the recommendation for improvement during the last accreditation visit and the ensuing establishment of a regular review cycle; the option to be more descriptive in policy language with the appropriate legal counsel vetting; encouragement to use template language where available in order to ensure that it is understood by all readers; that 71 of 72 community college districts in California use the CCLC policy and procedure templates; access to the templates; and the status of proposed BP 2200.

(See Supplemental Minutes #1270 for a copy of the presentation.)

FINANCE & FACILITIES

Item 4.a: By block vote, authorization was granted to ratify purchase order numbers P0142942 - P0143611 through February 16, 2021, totaling \$2,769,235.25, and check numbers C0052413 - C0052450, totaling \$36,405.70; check numbers F0270012 -

F0270512, totaling \$301,100.63; check numbers Q0000000 – Q0000000, totaling \$0.00; check numbers 88510152 – 88510829, totaling \$13,984,282.82; check numbers V0000000 – V0000000, totaling \$0.00; check numbers 70113725 – 70114841, totaling \$218,535.75; and disbursements E8919384 – E8925700, totaling \$6,830,580.76, through February 28, 2021.

Item 4.b: By block vote, authorization was granted to make adjustments to General Fund and Child Development Fund revenue and expenditure budgets in accordance with the revised fiscal year 2020-2021 allocations. It is further requested that resolutions be adopted to adjust budgets and authorize expenditures within the General Fund and Child Development Fund pursuant to the California Code of Regulations Title 5, §58308.

Further authorization was granted 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.

Item 4.c: By block vote, authorization was granted to approve the 2020-2021 General Fund, General Obligation Bond Fund, and Capital Outlay Fund transfers netting to the amount of \$626,376 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 4.d: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Evangelina Rosales to enter into an architectural consultant agreement with Moore Ruble Yudell, Architects & Planners in the amount of \$234,100 (service fees of \$229,100 plus \$5,000 of reimbursable expenses) for planning and design services associated with Phase 1 of four student engagement enhancement projects associated with the 2021-2030 EFMP. The term of the agreement shall be effective March 10, 2021 through September 30, 2021.

During the discussion, trustees discussed the differences between a fixed fee contract versus a not-to-exceed-amount contract, the accountability of hours and work performed that comes with a not-to-exceed-amount contract, the possibility of increases that can also come with a not-to-exceed-amount contract, and the general risks involved with each type of contract.

Subsequent to Vice Chancellor Fred Williams stating that the contract would be written to meet the guidance from the Board, the trustees agreed to change the contract from fixed fee to a not-to-exceed-amount contract. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Reyes and Plavdjian's advisory votes.**

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

Item 4.e: By block vote, authorization was granted to reject the bids submitted for Bid #2021-01, Fullerton College Building 300-500 Renovation project at Fullerton College and authorize staff to rebid the project.

Item 4.f: By block vote, authorization was granted to enter into an agreement with Dovetail Decision Consultants, Inc. to provide Furniture, Fixture & Equipment (FF&E) Coordination Consulting Services for Fullerton College Music/Drama Complex for a total amount not to exceed \$164,750, including all project-related expenses. The term of the agreement will begin on March 10, 2021 until the project is complete.

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

Item 4.g: By block vote, authorization was granted to approve a contract with Bravo Metabolic International LLC to provide COVID-19 testing to Fullerton College in the amount not to exceed \$650,000.

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

Item 4.h: By block vote, authorization was granted for the District to offer a Supplemental Early Retirement Plan (SERP), administered by Public Agency Retirement Services (PARS), for eligible Employees; effective March 10, 2021.

Further authorization was granted for the Vice Chancellor, Human Resources, or designee, to execute the agreement and any related documents on behalf of the District.

INSTRUCTIONAL RESOURCES

Item 5.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College to be effective Fall 2021. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and approved by the District Curriculum Coordinating Committee.

HUMAN RESOURCES

Item 6.a: By the block vote, authorization was granted for the following academic personnel matters, which are within budget:

RETIREMENT

Gomez, Rebecca	CC	Dean, Health Science Eff. 06/30/2021 PN CCM992
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NEW PERSONNEL

Omidasalar, Alejandro	CC	English Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/19/2021 PN CCF815
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Romo, Vincent	CC	History Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/19/2021 PN CCF934
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TEMPORARY MANAGEMENT CONTRACT

Preston, Colin	CC	Interim Dean, Kinesiology/Athletics 12-month Position (100%) Range 32, Column C Management Salary Schedule Eff. 03/16/2021-06/30/2021 PN CIM974
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CHANGE IN SALARY CLASSIFICATION

Tawfik, Marine	FC	Psychology Instructor (ADJ) From: Column 3, Step 1 To: Column 2, Step 1 Eff. 01/25/2021
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LEAVE OF ABSENCE

Chan, Theodore	FC	Chemistry Instructor Load Banking Leave With Pay (6.67%) Eff. 2021 Spring Semester
Domke, Kirk	CC	Geology Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/24/2021-03/11/2021
Krag, Samantha	FC	English Instructor Load Banking Leave With Pay (20.00%) Eff. 2021 Spring Semester
Negus, Anne Lynne	FC	History Instructor Load Banking Leave With Pay (10.00%) Eff. 2021 Spring Semester

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Wilcox, Erin	CC	Column 3, Step 1
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Item 6.b: By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

CHANGE IN RETIREMENT DATE

McPherson, Vickie	AC	Human Resources Specialist (100%) From: 03/25/2021 To: 06/30/2021 PN DEN994
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RESIGNATION

Espinoza, Summer	FC	Administrative Assistant III 12-month position (100%) Eff. 03/11/2021 PN FCC571
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NEW PERSONNEL

Flores, Nancy	NOCE	Special Projects Coordinator, Campus Communications Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Eff. 04/01/2021 – 06/30/2021 PN SCT959
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Martinez, Michael	CC	Groundskeeper 12-month position (100%) Range 29, Step E Classified Salary Schedule PN CCC978 Eff. 03/10/2021
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Rodriguez, Raemon	CC	Groundskeeper 12-month position (100%) Range 29, Step E Classified Salary Schedule PN CCC907 Eff. 03/10/2021
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VOLUNTARY CHANGES IN ASSIGNMENT

Gonzales, Vanessa	CC	Accounting Technician (100%) Extension of Temporary Change in Assignment To: Administrative Assistant III 12-month position (100%) Range 41, Step D + 10% Longevity + PG&D Classified Salary Schedule Eff. 03/01/2021 – 04/12/2021
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Xie, Zifeng	CC	IT Specialist, Systems Applications (100%) Temporary Change in Assignment To: AC IT Project Leader 12-month position (100%) Range 57, Step A +15% Longevity Classified Salary Schedule Eff. 03/10/20/21 – 06/30/2021
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PROFESSIONAL GROWTH & DEVELOPMENT

Diaz, Luis	CC	Grounds Athletic Field Specialist (100%) 3 rd Increment (\$400) 4 th Increment (\$400) Eff. 07/01/2021
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LEAVES OF ABSENCE

Gonzales, Rolando	FC	Campus Safety Officer (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/01/2021 – 01/14/2021 (Consecutive Leave)
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Holguin, Rae	NOCE	Admissions and Records Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/01/2021 – 07/31/2021 (Intermittent Leave)
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Laveaga, Rebeca	CC	Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/15/2021 – 02/28/2021 (Consecutive Leave)
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Ugarte, Fidel	CC	Irrigation Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/04/2021 – 02/25/2021 (Consecutive Leave)
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STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Bates, Miranda	NOCE	Communications Specialist (100%) 6% Stipend Eff. 01/15/2021 – 03/31/2021
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STIPEND FOR ADDITIONAL MANAGEMENT DUTIES

Booze, David	CC	Registrar (100%) Extension of 10% Stipend 07/01/2021 – 09/30/2021
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Item 6.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1270 for a copy of the professional expert personnel listing.)

Item 6.d: By the block vote, authorization was granted for the hourly listing.

(See Supplemental Minutes #1270 for a copy of the hourly personnel listing.)

Item 6.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1270 for a copy of the volunteer listing.)

GENERAL

Item 7.a: The Board reviewed and discussed Resolution No. 20/21-16, In Support of Equal Pay in California Community Colleges. Board President Barbara Dunsheath initiated the discussion by stating that the resolution was agendized, during Women's History Month, at her request and includes template language developed by the Community Colleges Women's Caucus.

Trustees voiced support for the concept behind the resolution and interest in seeing comparison data to see what the gaps are within the District, but expressed concern with the unknown financial impact related in terms of time and resources due to the annual district gender pay analysis and regional analysis of gender pay for exempt employees and that the regional analysis only looks at exempt employees.

Board President Barbara Dunsheath responded to concerns by noting that the template language was vetted through the State Chancellor's Office, has been adopted by several districts, and that approving the resolution is the right thing to do and the costs are a small price to pay to ensure that the District is doing the right thing in the eyes of its own employees.

The resolution will return to the next Board meeting for Board consideration.

Item 7.b: The Board discussed the recommended state and federal legislative priorities for 2021. Chancellor Marshall introduced the recommended priorities that were simplified this year in order to target new areas that the District hasn't traditionally focused on during the pandemic. Once approved, the legislative priorities will be used during legislative visits.

During the discussion, trustees expressed support for the priorities noting the fit for the District and that they follow the CCLC policy agenda with the exception of advocacy for the baccalaureate degree and that the pilot program be made permanent. It was noted that the baccalaureate program could be included in workforce development with support from the Board.

In response to concern that the high-level priorities could allow for advocacy for items off of the list, Ashley Walker, District consultant with Nossaman, stated that the District's focus is on the listing and that she would be happy to continue to report to the Board any items that are outside of these.

The legislative priorities will return to the next Board meeting for Board consideration with the incorporation of the Baccalaureate degree program to the State priorities.

Item 7.c: The Board received proposed, revised BP 4235, Credit for Prior Learning and directed that it be placed on a future Board meeting agenda for action with the noted correction to the word "faculty."

Item 7.d: The Board received as information revised AP 4235, Credit for Prior Learning. During the discussion, trustees pointed out the unnecessary brackets in Section 1.1 and

inquired whether “high-level” was necessary with regard to the International Baccalaureate exam scores in Section 1.2. Staff will research if “high-level” is legally required.

Item 7.e: Board President Barbara Dunsheath asked if there were any requests for potential future Board agenda items and there were none.

CLOSED SESSION: At 7:54 p.m., Board President Barbara Dunsheath adjourned the meeting to closed session per the following sections of the Government Code and stated that there would not be a readout:

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

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Chancellor

RECONVENE MEETING: At 9:54 p.m., Board President Barbara Dunsheath reconvened the meeting in open session:

ADJOURNMENT: At 9:54 p.m., it was moved by Trustee Stephen T. Blount and seconded by Trustee Evangelina Rosales to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

Prepared By Recording Secretary for
Ed Lopez, Secretary, Board of Trustees