



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

MEETING: Regular Meeting in May

DATE: Tuesday, May 12, 2015, at 6:00 p.m.

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

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

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

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [] in Sections 3 and 4**
- e. **Consider Personnel block-vote items indicated by [] in Section 5**

Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.

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

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

- g. **Reports:**

Chancellor
***Staff Recognition**

- h. **Comments:**
College Presidents/Provost
Resource Table Personnel
Members of the Board of Trustees
2. a. Approval of Minutes of the Regular Meeting of April 28, 2015.
- 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 Organization: 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 APPOINTMENTS: Chancellor and Fullerton College President**
- Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATOR:**
- Property: 420 E. Chapman Avenue, Fullerton, CA**
Negotiating Party: CM Brahmhatt, Interim Vice Chancellor, Finance & Facilities
Under Negotiation: Terms and Conditions
3. **FINANCE AND FACILITIES**
- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] Authorization is requested for the 2014-2015 General Fund and Capital Outlay Fund budget transfers and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **(The Resolution is available for review in the District's Business Office.)**
- [c] It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended March 31, 2015, as required by §58310 of Title 5. **(The Resolution is available for review in the District's Business Office.)**
- [d] It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended March 31, 2015, as required by §58310 of Title 5.

- [e] Authorization is requested for the disposal of Class 3 Disposable Records after July 1, 2015, from the District's Business Office, and the respective Bursar's Office of Cypress and Fullerton colleges and the School of Continuing Education as listed on the attached inventory pursuant to Title 5, §59020 of the California Administrative Code.
- [f] Authorization is requested to enter into a five-year contract with Real Synergism to provide services in addition to contracts administration and facilities planning services effective July 1, 2015, through June 30, 2020.
- [g] Authorization is requested to enter into an agreement with Hyland Software, Inc., for the OnBase software, implementation, migration, and training services.
- [h] It is recommended that the Board authorize the District Director, Purchasing, to issue a purchase order to Trane for the sole source service for the Chiller #2 at the Anaheim Campus.
- [i] Authorization is requested to enter into a service agreement with DLR Group to serve as Campus Architect at Cypress College.
- j. It is recommended that the Board approve the establishment of a Public Entity Investment Trust and that the Board adopt Resolution No. 14/15-11, North Orange County Community College District Public Entity Investment Trust.

4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the Cypress College summary of curriculum additions, deletions, and revisions, effective fall 2015.

5. **HUMAN RESOURCES**

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

- Retirement
- Resignation
- New Personnel
- Payment for Independent Learning Contract
- Leaves of Absence
- Temporary Academic Hourly

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

- Resignation
- New Personnel
- Change in Hire Date
- Voluntary Changes in Assignment
- Professional Growth & Development
- Administrative Leave with Pay

Leaves of Absence
New Classified Management Job Description

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

6. **GENERAL**

- a. It is recommended that the Board consider whether an increase to Board Members' compensation is desirable at this time.
- b. It is recommended that the Board receive and review the 2015 Board Assessment Summaries.

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 Violet Ayon, Recording Secretary of the Board, (714) 808-4797, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	May 12, 2015	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>X</u>

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

The purchase order numbers P099592-P0101794, check numbers C0041760-C0041851; F0187785-F0189680; Q0004069-Q0004155; 88437763-88438852; V0031277-V0031278; 70068071-70069311; disbursements E8591004-E8591623; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are SCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Higher One disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P099592-P0101794 through April 16, 2015, totaling \$3,451,581.65, and check numbers C0041760-C0041851, totaling \$191,746.87; check numbers F0187785-F0189680, totaling \$8,319,237.63; check numbers Q0004069-Q0004155, totaling \$7,150.88; check numbers 88437763-88438852, totaling \$5,092,725.67; check numbers V0031277-V0031278, totaling \$2,858.87; check numbers 70068071-70069311, totaling \$132,538.25; and disbursements E8591004-E8591623, totaling \$931,307.81, through April 30, 2015.

C. M. Brahmhatt

Recommended by

Approved for Submittal

3.a

Item No.

BOARD RECAP
FOR THE PERIOD MARCH 14, 2015, THROUGH APRIL 16, 2015
BOARD MEETING 5/12/2015

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0099592	Xerox Corporation	\$3,888.00		CC	Printer Equipment
P0100636	KT Industries Inc	\$42,890.00	Capital Outlay	CC	Electrical Testing & Preventive Maintenance
P0100870	Westberg - White Inc	\$22,400.00	Capital Outlay	AC	Architectural Services for Power Plant Renovation
P0100973	Heart Smart Technology	\$13,691.17		FC	Defibrillator Units
P0100974	HRC Catering	\$140.40		CC	Catering for CTE Tour
P0100976	B & H Photo Video Inc	\$1,396.98		FC	Photography Equipment
P0100977	Metadot	\$539.00		SCE	Software
P0100978	iT1 Source LLC	\$646.93		SCE	Projector
P0100979	Campus Logic Inc	\$15,000.00		FC	Software
P0100980	B & H Photo Video Inc	\$4,101.86		CC	Photography Equipment
P0100981	Soria, Cielo	\$680.00		AC	Settlement Agreement for Property Damage - Cielo Soria v John Tebay
P0100982	Home Depot	\$3,000.00		CC	Blanket Order for Instructional Supplies
P0100983	Snap-on Business Solutions	\$10,000.00		CC	Blanket Order for Instructional Supplies
P0100986	Office Depot	\$4,500.00		CC	Blanket Order for Office Supplies
P0100987	International E-Z Up Inc	\$2,500.12		FC	Canopy
P0100988	O'Reilly Automotive Inc	\$2,000.00		CC	Blanket Order for Instructional Supplies
P0100989	Matco Tools	\$10,000.00		CC	Blanket Order for Automotive Supplies
P0100990	Vasa Inc	\$2,318.85		CC	Athletic Supplies
P0100995	JEM Aero Inc	\$1,098.84		CC	Instructional Supplies
P0100996	Mark Andy Inc	\$1,464.25		FC	Printing Supplies
P0100997	California Tool & Welding Supply	\$5,000.00		FC	Blanket Order for Instructional Supplies
P0100998	Office Depot	\$1,000.00		FC	Blanket Order for Office Supplies
P0100999	Auto Body Tool Mart	\$867.16		FC	Automotive Supplies
P0101000	Snap-on Business Solutions	\$6,261.84		FC	Automotive Equipment
P0101001	Lynda.com	\$1,750.00		FC	Software Licenses
P0101010	Qless Inc	\$18,000.00		FC	Software Licenses
P0101012	Matco Tools	\$7,717.47		FC	Automotive Supplies
P0101013	ISE Inc	\$7,419.40		FC	Software Licenses
P0101014	Orange County Air Conditioning	\$2,162.00		AC	Fire Damper Repairs
P0101015	English Talk Shop LLC	\$1,095.00		FC	Software License
P0101016	McMaster Carr Supply Co	\$746.57		FC	Instructional Supplies
P0101017	Advanced Office Services / Imaging Plus	\$300.12		AC	Classroom Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101018	951 Designs	\$1,350.00		FC	Athletic Supplies
P0101019	Communications USA, Inc	\$175.48		AC	Audio Supplies
P0101020	Ortiz Tractor Service	\$12,864.00		FC	Concrete Repairs
P0101021	MSC Industrial Supply Co Inc	\$9,965.08		FC	Automotive Supplies
P0101022	Cal-Ed Optical	\$26,267.60		FC	Classroom Equipment
P0101023	OCLB Consortium	\$225.00		CC	Membership Fees
P0101024	Ganahl Lumber Co	\$2,247.31		FC	Construction Supplies
P0101025	Ollivier Corporation	\$1,150.05		FC	Alarm System Repairs
P0101026	Fisher Scientific Co LLC	\$7,491.58		CC	Classroom Supplies
P0101027	Dallas Midwest	\$1,465.86		CC	Lab Supplies
P0101028	Division of the State Architect	\$750.00	Bond	AC	DSA Reopen fee FC - PE Fieldhouse
P0101029	Cynmar Corporation	\$665.03		CC	Classroom Supplies
P0101030	CDW Government Inc	\$6,852.24		FC	Computers
P0101033	Paper 360 Inc	\$280.80		AC	Office Supplies
P0101034	CDW Government Inc	\$2,499.96		FC	Computers
P0101035	CDW Government Inc	\$1,284.18		FC	Printer
P0101036	Fisher Scientific Co LLC	\$20,063.05		CC	Classroom Supplies
P0101037	GST	\$58,060.80		FC	Computer
P0101038	PCMG Inc	\$8,380.83		FC	Computer Monitors
P0101039	GST	\$967.68		FC	Computer
P0101040	Nasco Modesto	\$511.48		CC	Classroom Supplies
P0101041	E Sam Jones Distributor Inc	\$91,108.80	Capital Outlay	CC	Lighting Retrofit Kits; Bid#2014-03, B/A: 3/11/14
P0101042	Collins Company	\$11,229.00	Capital Outlay	FC	Install Tennis Windscreen
P0101043	951 Designs	\$576.76		FC	Athletic Uniforms
P0101044	Office Depot	\$1,200.00		FC	Blanket Order for Office Supplies
P0101045	Office Depot	\$1,000.00		FC	Blanket Order for Office Supplies
P0101046	Guidance Software Inc	\$5,500.00		CC	Software
P0101051	Campus Logic Inc	\$60,000.00		FC	Software
P0101052	Montgomery Hardware	\$1,664.00		FC	Door Hardware and Installation
P0101053	Kent Adhesive Products Co	\$62.02		FC	Office Supplies
P0101054	Flinn Scientific Inc	\$142.03		CC	Lab Supplies
P0101055	Scrip-safe Security Products Inc	\$2,162.36		FC	Security Paper for Transcripts
P0101056	Ludlow Kingsley	\$68,000.00		AC	Website Redesign and Hosting
P0101057	RJ Electric	\$1,500.00		SCE	Blanket Order for Parking Lot Light Repairs
P0101058	B & H Photo Video Inc	\$532.26		FC	Computer Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101059	Jamison Engineering Contractors Inc	\$7,500.00		FC	Wall Repairs and Painting
P0101060	WMFY We Mail For You	\$513.01		AC	Print Services
P0101061	Kelly Paper Co	\$2,542.84		AC	Printing Supplies
P0101062	Jostens	\$39.34		CC	Print Services
P0101063	Office Depot	\$373.67		CC	Office Supplies
P0101064	CI Solutions	\$1,735.36		CC	Photography Equipment
P0101065	Pasco Scientific	\$2,930.05		FC	Lab Supplies
P0101066	OPT	\$393.82		FC	Lab Supplies
P0101067	Fisher Scientific Co LLC	\$2,256.29		CC	Lab Equipment
P0101068	Fisher Scientific Co LLC	\$2,870.64		CC	Lab Supplies
P0101069	A T Kratter & Co	\$418.53		CC	Audio Supplies
P0101070	Dell Marketing LP	\$683.89		CC	Computer Monitors
P0101071	A T Kratter & Co	\$2,504.53		CC	Software
P0101072	Pocket Nurse Enterprises Inc	\$855.01		CC	Medical Supplies
P0101074	Dick Blick Co	\$1,203.90		FC	Art Supplies
P0101085	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0101086	Office Depot	\$2,000.00		CC	Blanket Order for Office Supplies
P0101087	Fascella Finishes Inc	\$24,632.20		FC	Labor and Materials for Tuff Shed Set Up
P0101088	Office Depot	\$992.34		FC	Office Supplies
P0101089	Marx Bros Fire Extinguisher Co Inc	\$7,476.55		FC	Fire Sprinkler Testing
P0101090	Sodexo Inc and Affiliates	\$377.46		FC	Catering for Hospitality Event
P0101091	Dick Blick Co	\$572.62		FC	Art Supplies
P0101092	Edits	\$1,288.45		CC	Booklets
P0101093	CPP Inc	\$20,565.00		CC	Textbooks
P0101095	Psychological Assessment Resources Inc	\$6,255.00		CC	Software
P0101096	Apple Computer Inc	\$1,516.56		CC	Computer
P0101097	Vernier Software & Technology	\$2,670.74		FC	Lab Supplies
P0101098	Biopac Systems Inc	\$7,092.81		CC	Lab Equipment and Software
P0101100	National Council on Black American Affairs	\$500.00		AC	Marketing Materials
P0101101	Nissan of Long Beach	\$600.00		CC	Blanket Order for Auto Parts and Supplies
P0101102	Sodexo Inc and Affiliates	\$160.90		FC	Catering for Women's Forum
P0101103	Digital Networks Group Inc	\$43,296.06		FC	Audio Equipment
P0101104	Customink LLC	\$515.00		FC	Event Uniform
P0101105	Office Depot	\$1,000.00		FC	Blanket Order for Office Supplies
P0101106	Computerland of Silicon Valley	\$2,182.00		CC	Software

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101107	Dell Marketing LP	\$1,025.82		CC	Computer Supplies
P0101108	Amazon com	\$160.93		SCE	Instructional Supplies
P0101109	New Pig Corporation	\$700.00		CC	Blanket Order for Instructional Supplies
P0101110	B & H Photo Video Inc	\$1,000.00		FC	Blanket Order for Instructional Supplies
P0101111	Dell Marketing LP	\$17,676.03		CC	Computer Equipment
P0101112	Grainger Inc	\$2,000.00		CC	Blanket Order for Instructional Supplies
P0101113	Blackfisk Creative	\$18,000.00		FC	Video Productions
P0101114	Ollivier Corporation	\$5,638.72		FC	Security Camera Installation
P0101115	Talamantes, Efrain	\$500.00		CC	Guest Speaker for Diversity Committee
P0101117	Glasby Maintenance Supply Co.	\$1,500.00		AC	Blanket Order for Custodial Supplies
P0101119	Marx Bros Fire Extinguisher Co Inc	\$950.40		CC	Lab Supplies
P0101120	Pearson	\$10,000.00		FC	Online Tutoring Services
P0101121	Office Depot	\$1,000.00		FC	Blanket Order for Office Supplies
P0101122	Office Depot	\$500.00		FC	Blanket Order for Office Supplies
P0101123	Myers Tire Supply	\$6,000.00		CC	Blanket Order for Instructional Supplies
P0101124	Broadcast Pix	\$43.70		FC	Freight Charges
P0101125	Rogers, Charles	\$427.31		CC	Reimbursement for Lighting Repairs
P0101126	XLNT Tint of Anaheim Inc	\$380.22		AC	Window Tint Installation
P0101127	VR Mason	\$755.46		AC	Painting Services
P0101128	GST	\$1,807.80		CC	Computer Supplies
P0101129	Amazon com	\$254.82		CC	Lab Supplies
P0101130	VWR Funding Inc	\$4,539.38		FC	Lab Supplies
P0101131	Kustom Imprints	\$2,421.67		FC	Marketing Materials
P0101132	ProSound and Stage Lighting	\$197.65		CC	Audio Equipment
P0101133	Online Fabric Store	\$576.51		FC	Theater Supplies
P0101134	Sodexo Inc and Affiliates	\$589.91		FC	Catering for Basic Skills TLC Workshop
P0101135	Nexus IS Inc	\$19,807.21		FC	Network Equipment
P0101136	B & H Photo Video Inc	\$646.93		FC	Photography Equipment
P0101137	B & H Photo Video Inc	\$2,681.33		FC	Classroom Supplies
P0101138	Corporate Business Interiors Inc	\$467.14		CC	Office Supplies
P0101139	Transportation Charter Services Inc	\$520.00		CC	Transportation Services
P0101140	B & H Photo Video Inc	\$1,499.62		FC	Photography Supplies
P0101141	Keystone Automotive Industries	\$3,490.13		CC	Automotive Equipment
P0101142	Kendall/Hunt Publishing Company	\$3,530.76		CC	Textbooks
P0101143	Diversified Business Services	\$795.64		CC	Marketing Materials

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101144	Surveymonkey.com LLC	\$299.00		FC	Subscription Renewal
P0101145	Henke, Carol	\$846.69		FC	Reimbursement for Art Supplies
P0101146	Sasco Electric	\$21,250.00		FC	Network Data Lines Installation
P0101147	Home Depot	\$200.00		FC	Blanket Order for Hardware Supplies
P0101148	Transportation Charter Services Inc	\$734.50		CC	Transportation Services for CSULB Field Trip
P0101149	Howard Industries	\$189.54		FC	Boiler Repair Supplies
P0101150	Allsteel Inc	\$20,173.75		CC	Office Furniture and Installation
P0101151	PR Media	\$575.00		AC	Advertising for Open Positions
P0101152	Air Science USA LLC	\$707.33		CC	Lab Supplies
P0101153	Orange County Industrial Plastics Inc	\$1,166.40		CC	Classroom Supplies
P0101154	Kodo Kids LLC	\$975.16		FC	Lab Supplies
P0101155	Automotive Research and Design LLC	\$15,195.00		FC	Technology Course Training
P0101156	Nth Generation Computing Inc	\$5,500.00		AC	Software Support Renewal
P0101157	Office Depot	\$71.64		CC	Office Supplies
P0101158	Super 8	\$1,425.48		CC	Lodging for Legacy Program Field Trip
P0101159	Deep, Thomas	\$225.00		FC	Windshield Damage
P0101160	Orange County Designers Inc	\$1,036.80		FC	Marketing Materials
P0101161	Super 8 Berkley	\$2,011.40		CC	Lodging for Legacy Program Field Trip
P0101162	Sodexo Inc and Affiliates	\$2,430.00		FC	Catering for Principal's Luncheon
P0101163	Latina Leadership Network of the California Comm College Inc	\$1,800.00		FC	Workshop Fees for Latina Leadership Network Conference
P0101164	Sodexo Inc and Affiliates	\$1,239.80		FC	Catering for Spring 2015 Convocation Breakfast
P0101165	Home Depot	\$1,000.00		CC	Blanket Order for Instructional Supplies
P0101166	Saloncentric Inc	\$1,000.00		FC	Blanket Order for Instructional Supplies
P0101167	Office Depot	\$1,079.99		CC	Office Supplies
P0101168	Office Depot	\$453.58		CC	Office Supplies
P0101170	School Outfitters LLC	\$136.66		SCE	Audio Supplies
P0101171	Sarah's Flowers	\$228.96		FC	Marketing Materials
P0101172	Spinitar Presentation Products Inc	\$154.35		CC	Office Supplies
P0101173	Posit Science Corporation	\$12,960.00		SCE	Software License Renewal
P0101174	GST	\$809.52		FC	Computer Supplies
P0101175	Men & Mice	\$398.00		AC	Software Maintenance
P0101176	The Fullerton Collaborative	\$500.00		FC	Fee for Faces of Fullerton Event
P0101177	Scantron Corporation	\$140.91		CC	Instructional Supplies
P0101178	Cone Instruments LLC	\$816.21		CC	Instructional Supplies
P0101179	Cal-Ed Optical	\$14,000.00		CC	Lab Equipment

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101180	James Publishing Inc	\$513.45		SCE	Printing Services
P0101181	Petco Animal Supplies Inc	\$100.00		CC	Blanket Order for Biology Lab Supplies
P0101182	Stater Bros Markets - A CA Corp	\$100.00		CC	Blanket Order for Biology Lab Supplies
P0101183	VWR Funding Inc	\$200.00		CC	Blanket Order for Biology Lab Supplies
P0101184	Home Depot	\$200.00		CC	Blanket Order for Biology Lab Supplies
P0101185	Paper 360 Inc	\$11,664.00		AC	Warehouse Copier Paper Stock
P0101186	CPP Inc	\$1,155.35		CC	Textbooks
P0101187	CDW Government Inc	\$364.31		AC	Computer Monitor
P0101189	Buddy's All Stars, Inc.	\$187.00		FC	Athletic Uniforms
P0101190	Office Depot	\$42.31		SCE	Office Supplies
P0101191	Carolina Biological Supply Co	\$63.37		CC	Lab Supplies
P0101192	CDW Government Inc	\$3,004.48		FC	Computers
P0101193	National Association of College of Mortuary Science, Inc.	\$500.00		CC	Membership Renewal
P0101194	Diversified Business Services	\$4,856.24		FC	Graduation Sashes
P0101195	Buddy's All Stars, Inc.	\$129.70		FC	Athletic Supplies
P0101196	Read Naturally Inc	\$3,340.51		FC	Software
P0101197	Pro-Ed	\$435.16		SCE	Office Supplies
P0101198	Leckrone, Erik	\$528.98		FC	Reimbursement for Classroom Supplies
P0101200	Glasby Maintenance Supply Co.	\$300.00		FC	Blanket Order for Classroom Supplies
P0101201	iT1 Source LLC	\$6,408.47		SCE	Computers
P0101203	Cynmar Corporation	\$1,364.82		FC	Lab Supplies
P0101204	JP Machine Tool Service	\$1,500.00		FC	Blanket Order for Tool Equipment Repairs
P0101205	Colette's Catering and Specialty Cakes Inc	\$746.62		SCE	Catering for Student Success & Support Program Retreat
P0101206	Bell Roof Co Inc	\$298,254.00	Capital Outlay	AC	Bid# 2015-03 FC Roofing Project, B/A: 2/10/15
P0101207	VariGreen Mechanical Services	\$8,864.64		CC	HVAC Equipment
P0101208	PRG Lighting	\$9,210.06		FC	Lighting Equipment
P0101209	Intelligent Direct Inc	\$858.63		CC	Classroom Supplies
P0101210	Hardy Diagnostics	\$300.00		CC	Blanket Order for Lab Supplies
P0101211	Home Depot	\$200.00		CC	Blanket Order for Lab Supplies
P0101213	Nexus IS Inc	\$57,917.17		FC	Network Equipment
P0101214	Scantron Corporation	\$343.06		FC	Classroom Supplies
P0101215	Keystone Automotive Industries	\$19,584.91		CC	Computer and Classroom Equipment
P0101216	Classic Party Rentals	\$4,110.60		CC	Event Supplies
P0101217	Nossaman LLP	\$72,000.00		AC	Legal Consultant Services
P0101218	Willis, Marc	\$318.00		AC	Bond Reimbursement.

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101219	Konica Minolta Business Solutions USA Inc	\$77.85		SCE	Office Equipment
P0101220	Uline Inc	\$731.41		FC	Office Furniture
P0101221	Accuvant Inc	\$19,109.29		AC	Software
P0101222	Amazon com	\$394.90		FC	Instructional Supplies
P0101223	Amazon com	\$118.91		CC	Lab Supplies
P0101224	CDW Government Inc	\$1,670.11		FC	Computers
P0101227	SHRM	\$367.20		CC	Instructional materials
P0101228	Rodriguez Engineering Inc	\$65,000.00	Capital Outlay	AC	FC underground Utility Tunnel
P0101229	Bremer's Plumbing & Boiler Services Inc	\$410.00		AC	Labor and Materials for Plumbing Repair
P0101230	Woodwind & Brasswind of South Bend LLC	\$16,475.39		FC	Classroom Equipment
P0101234	Amazon com	\$647.74		CC	Lab Supplies
P0101235	Systat Software Inc	\$591.00		CC	Software
P0101236	Carolina Biological Supply Co	\$2,254.55		CC	Lab Equipment
P0101237	Dharma Trading Co	\$765.68		FC	Instructional Supplies
P0101238	Fry Steel Company	\$458.81		FC	Classroom Supplies
P0101239	Telos Educational Services	\$3,000.00		FC	Independent Contractor for Speaking Services
P0101240	B & H Photo Video Inc	\$2,000.00		FC	Blanket Order for Operational Supplies
P0101241	GS Consultants	\$5,645.00		CC	Workshop Fees
P0101242	Division of the State Architect	\$38,308.82	Bond	AC	Final DSA Fees for PE Fieldhouse
P0101243	Samy's Camera Inc	\$1,000.00		FC	Blanket Order for Instructional Supplies
P0101244	Freestyle Camera	\$2,000.00		FC	Blanket Order for Instructional Supplies
P0101245	The Gallup Organization	\$4,750.00		CC	Software
P0101246	Samy's Camera Inc	\$1,000.00		FC	Blanket Order for Instructional Supplies
P0101247	Jostens	\$261.52		CC	Printing Supplies
P0101248	XLNT Window Tinting	\$880.62		CC	Installation of Window Tint
P0101249	SphereXV	\$1,955.00		CC	SIS Banner Integration
P0101250	Office Depot	\$1,000.00		FC	Blanket Order for Office Supplies
P0101251	Office Depot	\$605.65		CC	Office Supplies
P0101252	Henry Schein Inc	\$898.11		CC	Lab Supplies
P0101253	CDW Government Inc	\$2,213.42		FC	Computer
P0101254	Office Depot	\$361.63		FC	Office Supplies
P0101255	Office Depot	\$302.39		FC	Office Supplies
P0101256	The Juilliard School	\$338.76		FC	Instructional Materials
P0101257	Young Posters.com	\$32.00		SCE	Instructional Materials
P0101258	Digital Networks Group Inc	\$1,943.05		CC	Network Installation

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101259	iT1 Source LLC	\$2,663.21		SCE	Software License
P0101260	Crystal Remembrance	\$133.00		CC	Lab Supplies
P0101261	Kuder Inc	\$2,625.00		FC	Software License Renewal
P0101275	Sasco Electric	\$3,700.00		FC	Structured Cabling System Installation
P0101276	McGraw-Hill Global Education LLC	\$426.70		FC	Software
P0101277	CDW Government Inc	\$356.66		FC	Office Supplies
P0101279	VWR Funding Inc	\$5,874.54		CC	Lab Supplies
P0101280	WB Construction	\$9,210.00		CC	Carpet Installation
P0101281	The Fullerton Collaborative	\$100.00		SCE	Event Fee
P0101282	iT1 Source LLC	\$80.20		SCE	Video Equipment
P0101293	Snap-on Business Solutions	\$8,903.92		CC	Automotive Equipment
P0101294	iT1 Source LLC	\$462.49		SCE	Printer
P0101295	Refrigeration Supplies Distributor	\$5,463.93		CC	Air Conditioning & Refrigeration Equipment
P0101296	Orange County Air Conditioning	\$1,441.20		AC	HVAC Repairs
P0101297	Jetline Systems Corporation	\$20,929.57		CC	Flight Simulator & Software
P0101298	Information Technology Partners, Inc.	\$6,720.00		AC	Software License
P0101299	Shopbot Tools Inc	\$23,483.76		FC	Classroom Equipment
P0101300	Telemedia LLC	\$700.92		FC	Textbooks
P0101301	Faronics Technologies USA Inc	\$9,601.20		SCE	Software
P0101302	CBT Training Systems Inc.	\$666.67		CC	Textbooks
P0101303	iT1 Source LLC	\$1,245.71		SCE	Computer
P0101304	Citlau, Renee	\$901.04		SCE	Reimbursement for I-Best Field Trip
P0101305	Transportation Charter Services Inc	\$1,199.50		FC	Field Trip Transportation Fee
P0101306	Howards TV & Appliance Inc	\$59.90		FC	Instructional Supplies
P0101316	VR Mason	\$159.00		AC	Painting Services
P0101317	County of Orange	\$354,008.10		AC	Measure J General Election Program
P0101318	National Coalition of Advanced Technology Centers	\$600.00		SCE	Membership Renewal
P0101319	G/M Business Interiors	\$707.96		FC	Office Furniture
P0101320	Amazon com	\$170.62		CC	Lab Supplies
P0101321	Amazon com	\$98.76		CC	Office Supplies
P0101322	Amazon com	\$435.63		CC	Office Supplies
P0101323	Best Buy Gov, LLC	\$117.31		FC	Office Supplies
P0101324	Amazon com	\$226.74		CC	Lab Supplies
P0101325	California Stage and Lighting Inc	\$142.63		FC	Lighting Supplies
P0101326	2K Medical Billing Systems	\$9,028.00		SCE	Software

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101327	Freestyle Camera	\$825.00		FC	Blanket Order for Instructional Supplies
P0101328	Matco Tools	\$10,000.00		CC	Blanket Order for Instructional Supplies
P0101329	CPP Inc	\$195.00		FC	License Renewal Fee
P0101330	CDW Government Inc	\$1,178.08		CC	Computer
P0101331	Dell Marketing LP	\$11,330.95		CC	Computers
P0101332	Snap-on Business Solutions	\$5,000.00		CC	Blanket Order for Instructional Supplies
P0101333	ActivityConnection.com	\$154.88		SCE	Annual Subscription
P0101334	Carolina Biological Supply Co	\$1,324.51		CC	Lab Supplies
P0101335	Hospital Associates	\$1,241.96		CC	Locker Units
P0101336	Fisher Scientific Co LLC	\$316.18		CC	Lab Supplies
P0101337	Academic Cap & Gown	\$10,946.88		FC	Graduation Caps and Gowns
P0101338	Metal Bars Inc	\$1,766.77		FC	Instructional Materials
P0101339	Plaquemaker.com	\$890.21		FC	Wooden Plaques
P0101340	Toshiba America Information Systems Inc	\$390.96		FC	Office Supplies
P0101341	Jetline Systems Corporation	\$11,091.00		CC	Software
P0101342	Southwestern Bag Co LP	\$572.10		FC	Construction Supplies
P0101343	Hospital Associates	\$3,527.40		FC	Office Furniture
P0101344	United Site Services of CA Inc	\$1,700.00		FC	Blanket Order for Portable Toilet Rentals
P0101345	B & H Photo Video Inc	\$749.81		FC	Photography Equipment
P0101346	Tutela Inc	\$4,121.82		CC	Security System Installation
P0101347	MSC Industrial Supply Co Inc	\$1,788.00		FC	Blanket Order For Instructional Supplies
P0101348	Toshiba America Information Systems Inc	\$1,409.97		FC	Copier
P0101349	Color Our World Preschool	\$1,510.00		FC	CalWORKs Student Child Care
P0101350	Tomark Sports	\$16,999.78		FC	Athletic Supplies
P0101351	California Tool & Welding Supply	\$1,989.88		FC	Classroom Equipment
P0101352	Masterfile Corporation	\$650.00		FC	Graphic Arts License
P0101353	GST	\$1,139.09		FC	Computer
P0101354	Airgas-West Inc	\$287.60		FC	Office Supplies
P0101355	Sodexo Inc and Affiliates	\$217.35		FC	Catering for Math Hiring Committee
P0101356	GST	\$514.21		FC	Computer Monitor
P0101357	State of California	\$3,150.00		CC	State Permit Fees
P0101358	CDW Government Inc	\$3,349.28		CC	Printers
P0101359	Office Depot	\$1,500.00		CC	Blanket Order for Office Supplies
P0101361	Amazon com	\$224.09		CC	Textbooks
P0101362	Amazon com	\$261.86		CC	Textbooks

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101363	Buddy's All Stars, Inc.	\$48.61		FC	Athletic Uniforms
P0101364	Office Depot	\$773.91		CC	Office Supplies
P0101365	CDW Government Inc	\$329.82		FC	Video Supplies
P0101366	Ch1 Media	\$946.17		FC	Student Uniform
P0101368	MPS	\$1,235.66		CC	Lab Supplies
P0101369	Dell Marketing LP	\$2,859.19		FC	Computer
P0101370	Amazon com	\$72.34		SCE	Office Supplies
P0101371	Triarch Incorporated	\$2,090.44		FC	Lab Supplies
P0101372	Fisher Scientific Co LLC	\$1,185.09		CC	Lab Supplies
P0101373	VWR Funding Inc	\$140.94		CC	Lab Supplies
P0101374	Fisher Scientific Co LLC	\$400.15		CC	Lab Supplies
P0101375	Club Car LLC	\$1,002.97		FC	Club Car Seat Belts
P0101376	Club Car LLC	\$13,336.17		FC	Club Car
P0101377	Promotional Concepts Enterprises	\$208.58		CC	Athletic Uniforms
P0101378	Gear Connection	\$4,010.00		CC	Audio Equipment Rental
P0101379	Promotional Concepts Enterprises	\$1,268.00		CC	Marketing Materials
P0101380	iT1 Source LLC	\$2,904.13		SCE	Instructional Equipment
P0101381	Allsteel Inc	\$1,606.76		CC	Office Furniture
P0101382	Ellis, Pilar	\$2,790.00		FC	Reimbursement for ISC Staff Field Trip
P0101383	Carmona's Collision Repair Inc	\$4,842.22		FC	Automotive Repairs
P0101384	Dell Marketing LP	\$10,300.86		CC	Computers
P0101385	GST	\$9,676.80		FC	Computers
P0101386	CDW Government Inc	\$1,681.60		FC	Computer Monitor
P0101387	Amazon com	\$209.27		CC	Lab Supplies
P0101388	Amazon com	\$169.01		CC	Lab Supplies
P0101389	Strata Information Group	\$9,620.00		FC	Consulting Fee for IS Department
P0101390	Apple Computer Inc	\$19,270.80		SCE	Computers
P0101392	Hospital Associates	\$548.33		CC	Cart
P0101393	Office Depot	\$1,051.38		CC	Office Supplies
P0101394	Sodexo Inc and Affiliates	\$150.64		FC	Catering for Basic Skills ESP
P0101396	Sodexo Inc and Affiliates	\$43.17		FC	Catering for Skills Center Workshop
P0101397	Sodexo Inc and Affiliates	\$1,090.84		FC	Catering for College Prep Lunch Event
P0101400	The Hotel Fullerton	\$4,215.04		FC	EOPS Faculty & Student Recognition Ceremony
P0101401	Cole-Parmer Instrument Co	\$3,638.31		FC	Lab Equipment
P0101402	Ergotect Corporation	\$3,325.63		FC	Office Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101403	Twin Discovery Systems Inc	\$515.92		FC	Office Supplies
P0101404	O'Reilly Automotive Inc	\$5,000.00		CC	Blanket Order For Instructional Supplies
P0101405	Restaurant Depot	\$10,000.00		CC	Blanket Order for Culinary Supplies
P0101406	Eartheasy com Sustainable Living Inc	\$1,520.37		FC	Landscaping Supplies
P0101407	GST	\$967.68		FC	Computer
P0101408	GST	\$342.80		FC	Computer Monitor
P0101409	GST	\$2,903.04		FC	Computer
P0101410	A T Kratter & Co	\$21,601.65		FC	Video Equipment
P0101411	RJ Electric	\$4,740.00		AC	Electrical Repairs
P0101412	Apple Computer Inc	\$447.12		SCE	Video Supplies
P0101413	iT1 Source LLC	\$45.36		SCE	Network Supplies
P0101414	CDW Government Inc	\$2,418.90		FC	Computer
P0101415	Office Depot	\$618.50		CC	Office Supplies
P0101416	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0101417	CDW Government Inc	\$9,886.86		FC	Network Supplies
P0101418	Sidpath Inc	\$47,215.82		CC	Computers
P0101419	hBARSCI LLC	\$1,932.42		CC	Lab Supplies
P0101420	Amazon com	\$25.87		FC	Textbook
P0101421	Amazon com	\$123.02		FC	Instructional Supplies
P0101422	Amazon com	\$167.41		SCE	Office Supplies
P0101423	Amazon com	\$1,515.02		CC	Lab Supplies
P0101424	Hayneedle Inc	\$285.85		FC	Office Supplies
P0101425	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0101426	Cal Pro Specialties	\$225.20		SCE	Marketing Materials
P0101427	Best Buy Gov, LLC	\$445.18		FC	Computer
P0101428	US Geological Survey	\$102.20		FC	Instructional Materials
P0101429	Apple Computer Inc	\$2,195.52		FC	Computers and Supplies
P0101430	CDW Government Inc	\$683.30		FC	Scanner
P0101431	A Stitch Above	\$1,323.04		FC	Marketing Materials
P0101432	Sodexo Inc and Affiliates	\$120.40		FC	Catering for API Forum
P0101433	Transportation Charter Services Inc	\$683.00		FC	Transportation Services for Field Trip
P0101434	Contour Design Inc	\$592.86		SCE	Computer Supplies
P0101435	Eastham, Jeanine	\$348.41		CC	Reimbursement for Instructional Supplies
P0101437	Shred-It California	\$400.00		FC	Blanket Order for Shredding Services
P0101438	Scantron Corporation	\$531.68		CC	Instructional Materials

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101439	Office Depot	\$7,000.00		FC	Blanket Order for Office Supplies
P0101450	Pearson Education Inc	\$2,553.85		SCE	Textbooks
P0101451	Glasby Maintenance Supply Co.	\$1,000.00		AC	Blanket Order for Custodial Supplies
P0101457	Pearson Education Inc	\$3,592.83		SCE	Textbooks
P0101458	Demco Inc	\$1,200.00		CC	Blanket Order for Educational Supplies
P0101459	List A International Corporation	\$2,873.70		FC	Motorized Work Bench
P0101460	CDW Government Inc	\$1,506.61		FC	Office Equipment
P0101461	South Bay Document Destruction	\$400.00		AC	Shredding Services
P0101462	Evisions Inc	\$20,900.00		FC	Software License
P0101463	US Bank	\$880.00		AC	Administration Fees for 2013 GO Bonds
P0101464	Ault, Marilyn	\$278.00		SCE	Reimbursement for Audio Supplies
P0101465	Flinn Scientific Inc	\$174.37		FC	Instructional Supplies
P0101466	YBH Restaurants Inc	\$167.40		CC	Catering for Basic Skills Workshop
P0101467	Ollivier Corporation	\$864.32		FC	Security Doors Installation
P0101468	Oxford University Press	\$657.82		SCE	Textbooks
P0101469	Tomark Sports	\$1,309.40		FC	Scoreboard Repairs
P0101470	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0101471	Cengage Learning Inc	\$6,770.25		SCE	Textbooks
P0101472	MSC Industrial Supply Co Inc	\$700.00		FC	Blanket Orders for Instructional Supplies
P0101473	OC Fair & Event Center	\$100.00		SCE	Deposit for Field Trip
P0101474	Office Depot	\$10,692.00		CC	Office Supplies
P0101475	Unisource Worldwide Inc	\$1,649.65		AC	Printing Supplies
P0101476	Computerland of Silicon Valley	\$69.00		AC	Software
P0101477	TheCaseProject USA LLC	\$566.53		SCE	Computer Equipment
P0101478	Outdoor Dimensions	\$5,391.01	Capital Outlay	AC	Replace Wellness Center Sign
P0101479	Cengage Learning Inc	\$3,570.80		SCE	Textbooks
P0101480	Vo, Phil	\$4,000.00		FC	Student Health Services Web Development
P0101481	Evisions Inc	\$36,000.00		AC	Consulting Fee for IS Department
P0101482	Good Neighbors Fence	\$21,340.00		FC	Batting Cages for PE Department
P0101483	Amazon com	\$778.91		CC	Office Supplies
P0101484	Corporate Business Interiors Inc	\$1,013.76		CC	Furniture Installation
P0101485	Amazon com	\$180.22		CC	Textbooks
P0101486	Amazon com	\$214.01		CC	Textbooks
P0101487	Matco Tools	\$2,566.62		CC	Computer
P0101488	Sodexo Inc and Affiliates	\$95.85		FC	Catering for New Faculty Seminar

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101489	Shopbot Tools Inc	\$690.67		FC	Automotive Equipment
P0101490	Oxford University Press	\$2,258.62		SCE	Textbooks
P0101491	HarperCollins Publishers	\$328.98		SCE	Textbooks
P0101492	Kestrelmeters.com	\$1,840.64		FC	Classroom Supplies
P0101493	NAS Software Inc	\$85,442.10		SCE	Software Licenses
P0101494	Riv-Or Countries Pump Co Inc	\$1,466.12		CC	Pump Repairs
P0101495	Audiofile Engineering LLC	\$1,944.00		FC	Software
P0101496	Career Communications Inc	\$797.78		CC	Textbooks
P0101497	Lake Washington Institute of Technology	\$750.00		SCE	Field Trip to Lake Washington Institute of Technology
P0101498	California Department of Public Health	\$170.00		CC	License Renewal Fee
P0101499	Amazon com	\$1,332.33		FC	Classroom Supplies
P0101500	National Business Furniture LLC	\$4,168.93		FC	Office Furniture
P0101501	Dean Evans & Associates Inc	\$2,100.00		AC	Software Licenses
P0101502	Foundation for California Community Colleges	\$18,900.00		FC	Instructional Materials
P0101503	Office Depot	\$1,500.00		FC	Blanket Order for Office Supplies
P0101504	McGraw Hill Co	\$111.36		SCE	Textbooks
P0101505	McGraw Hill Co	\$2,472.41		SCE	Textbooks
P0101506	McGraw Hill Co	\$375.59		SCE	Textbooks
P0101507	Townsend Press	\$224.43		SCE	Textbooks
P0101508	Houghton Mifflin Harcourt Publishing Company	\$246.05		SCE	Textbooks
P0101509	Houghton Mifflin Harcourt Publishing Company	\$133.30		SCE	Textbooks
P0101510	Barnes & Noble Inc	\$248.56		SCE	Textbooks
P0101511	Center for Applications of Psychological Type Inc	\$165.68		CC	Textbooks
P0101512	Office Depot	\$5,000.00		FC	Blanket Order for Office Supplies
P0101513	American Crematory Equipment Co	\$13,325.90		CC	Lab Equipment
P0101514	Strata Information Group	\$121,030.00		FC	Degree Works Project - Consultant Agreement B/A: 6/20/2004
P0101516	Transportation Charter Services Inc	\$967.00		FC	Transportation Services for Field Trip
P0101517	SubjectMatter Inc	\$6,000.00		AC	Software Licenses
P0101518	iT1 Source LLC	\$906.13		SCE	Printer
P0101519	Moore Medical Corp	\$519.36		SCE	Medical Supplies
P0101520	Cal Pro Specialties	\$678.10		CC	Marketing Materials
P0101521	PSS Physician Sales and Services	\$992.37		SCE	Medical Supplies
P0101522	B & H Photo Video Inc	\$510.07		FC	Classroom Supplies
P0101523	CDW Government Inc	\$1,345.33		AC	Fax Machine
P0101524	Toshiba America Information Systems Inc	\$8,031.35		FC	Purchase Copier

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101525	NACCS	\$1,795.00		FC	Registration Fees
P0101526	Promotional Concepts Enterprises	\$688.00		CC	Marketing Materials
P0101528	Oxford University Press	\$2,377.90		SCE	Textbooks
P0101529	Pearson Education Inc	\$6,041.44		SCE	Textbooks
P0101530	AT&T Mobility	\$300.00		FC	Blanket Order for Data Service
P0101531	Stater Bros Markets - A CA Corp	\$250.00		SCE	Blanket Order for Instructional Supplies
P0101537	Office Depot	\$2,000.00		SCE	Blanket Order for Office Supplies
P0101538	Ingardia Bros Produce Inc	\$2,000.00		CC	Blanket Order for Instructional Supplies
P0101539	Barr Commercial Door Repair Inc	\$307.00		FC	Commercial Door Repairs
P0101540	Honors Transfer Council of California	\$720.00		FC	Registration Fees
P0101541	Instant Signs & Banners	\$166.01		CC	Marketing Materials
P0101542	Promotional Concepts Enterprises	\$418.61		CC	Marketing Materials
P0101543	Intratek Computer Inc	\$265.68		CC	Computer Supplies
P0101544	Placentia Yorba Linda USD	\$202.00		FC	Transportation Fees for Field Trip
P0101545	Office Depot	\$2,000.00		FC	Blanket Order for Office Supplies
P0101546	Angelus Pacific Co	\$2,000.00		SCE	Blanket Order for Parking Permits
P0101551	Computype Identification Concepts	\$850.00		CC	Blanket Order for Barcode Labels
P0101552	Textbook and Beyond	\$139.73		SCE	Textbooks
P0101553	Brodart Co	\$770.00		CC	Blanket Order for Library Supplies
P0101554	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0101555	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0101557	Unisource Worldwide Inc	\$1,955.67		AC	Printing Supplies
P0101558	KT Industries Inc	\$21,900.00	Capital Outlay	AC	FC Bldg 1000 - Electrical Maintenance Service
P0101559	EBSCO	\$700.00		FC	Blanket Order for Library Periodicals
P0101560	Ace Bindery Inc	\$1,124.00		AC	Printing Service
P0101561	Variable Speed Solutions Inc	\$5,146.28	Capital Outlay	AC	Repair to Cogen Cooling Tower VFD at CC
P0101562	Kelly Paper Co	\$1,221.46		AC	Printing Supplies
P0101563	Shimadzu Scientific Instruments Inc	\$738.00		FC	Preventative Maintenance for Scientific Equipment
P0101564	Airgas-West Inc	\$89.18		AC	Office Supplies
P0101565	Career Planning & Adult Development Network	\$59.00		CC	Membership Renewal
P0101566	Office Depot	\$99.00		CC	Office Supplies
P0101567	Office Depot	\$285.29		CC	Office Supplies
P0101568	Office Depot	\$492.48		CC	Office Supplies
P0101569	Office Depot	\$500.00		CC	Blanket Order for Office Supplies
P0101570	Office Depot	\$1,500.00		FC	Blanket Order for Office Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101571	Office Depot	\$4,415.93		CC	Office Supplies
P0101572	Office Depot	\$3,000.00		CC	Blanket Order for Office Supplies
P0101573	Vision Communications Company	\$1,288.24		AC	Office Supplies
P0101574	Cal Pro Specialties	\$4,984.71		SCE	Marketing Materials
P0101577	Constant Contact, Inc	\$357.00		SCE	Email Subscription
P0101578	Special T's Marketing	\$1,558.49		SCE	Marketing Materials
P0101580	The Oak Co	\$1,109.50		FC	Typesetting for Catalog
P0101581	Insight Media	\$1,387.11		CC	Instructional Materials
P0101582	GST	\$382.30		CC	Printer
P0101583	GST	\$1,362.42		CC	Printers
P0101584	CDW Government Inc	\$692.99		FC	Printers
P0101585	Spectrum Laboratory Products Inc	\$1,643.02		FC	Lab Supplies
P0101586	Cynmar Corporation	\$493.66		CC	Lab Supplies
P0101587	Fisher Scientific Co LLC	\$123.02		CC	Lab Supplies
P0101588	Dell Marketing LP	\$3,614.60		CC	Computers
P0101589	Dell Marketing LP	\$593.92		CC	Computer Monitor
P0101590	Samy's Camera Inc	\$699.00		CC	Software
P0101591	Dell Marketing LP	\$2,414.50		CC	Computer
P0101592	Dell Marketing LP	\$1,465.51		CC	Computer
P0101593	Dell Marketing LP	\$953.12		CC	Computers
P0101594	GST	\$4,007.30		CC	Video Equipment
P0101595	GST	\$6,350.40		SCE	Software License
P0101596	Dell Marketing LP	\$859.68		CC	Computers
P0101597	CDW Government Inc	\$218.16		FC	Office Supplies
P0101598	CDW Government Inc	\$3,181.71		CC	Computers
P0101599	GST	\$16,136.80		CC	Computers
P0101600	GST	\$1,310.48		FC	Computers
P0101601	Carolina Biological Supply Co	\$250.14		CC	Lab Supplies
P0101602	VWR Funding Inc	\$715.23		CC	Lab Supplies
P0101603	VWR Funding Inc	\$217.11		CC	Lab Supplies
P0101604	New England Biolabs	\$639.36		CC	Lab Supplies
P0101605	VWR Funding Inc	\$966.01		FC	Classroom Supplies
P0101606	Pasco Scientific	\$4,532.84		FC	Lab Supplies
P0101607	Vernier Software & Technology	\$1,232.30		FC	Lab Supplies
P0101610	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101611	Office Depot	\$700.00		CC	Blanket Order for Office Supplies
P0101612	Office Depot	\$1,750.00		CC	Blanket Order for Office Supplies
P0101613	Office Depot	\$2,000.00		CC	Blanket Order for Office Supplies
P0101614	Office Depot	\$5,000.00		CC	Blanket Order for Office Supplies
P0101615	Office Depot	\$600.00		CC	Blanket Order for Office Supplies
P0101616	Fisher Scientific Co LLC	\$500.00		CC	Blanket Order for Laboratory Supplies
P0101617	International Graphics Solutions Inc	\$870.00		AC	Printing Press Repairs
P0101618	International Graphics Solutions Inc	\$910.00		AC	Printing Press Repairs
P0101619	Split Image Graphic Design	\$1,468.80		CC	Marketing Materials
P0101620	Chefs Toys - Accusharp	\$2,342.41		CC	Culinary Supplies
P0101621	Chefs Toys - Accusharp	\$6,476.00		CC	Culinary Equipment
P0101622	Linder Caster & Truck Inc	\$328.32		FC	Theater Supplies
P0101623	Office Depot	\$1,500.00		FC	Blanket Order for Office Supplies
P0101624	Matco Tools	\$9,000.00		CC	Blanket Order for Instructional Supplies
P0101625	Snap-on Tools	\$9,500.00		CC	Blanket Order for Instructional Supplies
P0101627	Ran Graphics Inc	\$35,124.85		SCE	Printing Services
P0101628	WMFY We Mail For You	\$2,730.00		SCE	Mailing Service
P0101629	Sky Oaks Productions Inc	\$144.70		SCE	Art Supplies
P0101630	SimplexGrinnell	\$1,079.00		AC	Fire Alarm Repairs
P0101631	Wayfair LLC	\$158.44		FC	Art Supplies
P0101632	Office Depot	\$485.89		FC	Office Supplies
P0101633	Nexus IS Inc	\$17,096.02		CC	Network Equipment
P0101635	GST	\$769.31		CC	Office Equipment
P0101636	CDW Government Inc	\$482.73		FC	Computer
P0101637	B & H Photo Video Inc	\$6,534.00		FC	Office Storage
P0101638	Apple Computer Inc	\$2,591.04		SCE	Computers
P0101639	R2A Architecture	\$9,343.00		FC	Architecture Services
P0101640	Computer Protection Technology, Inc.	\$10,959.37		FC	Battery Replacement
P0101641	Bone Clones Inc	\$563.93		FC	Lab Supplies
P0101642	Office Depot	\$733.75		FC	Office Supplies
P0101643	Sears Roebuck and Co	\$2,000.00		FC	Blanket Order for Instructional Supplies
P0101644	Office Depot	\$60.80		FC	Office Supplies
P0101645	CDW Government Inc	\$10,376.56		FC	Computers
P0101646	GST	\$4,500.99		FC	Computers
P0101647	Jostens	\$3,145.02		CC	Printing Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101648	Cal Pro Specialties	\$2,481.10		CC	Marketing Materials
P0101649	Partyworks Etc	\$1,346.35		CC	Catering for EOPS Success Celebration
P0101650	Baker & Taylor Inc	\$600.00		CC	Blanket Order for Instructional Materials
P0101651	Everest/Soady Company	\$4,914.01		CC	Marketing Materials
P0101652	Ambient Environmental Inc	\$4,500.00		FC	Asbestos Removal
P0101653	4imprint Inc	\$1,213.33		FC	Marketing Materials
P0101654	National League for Nursing Inc	\$1,406.00		CC	Online Site Exams
P0101655	Scully, Kevin	\$175.00		FC	Honorarium to Speaker at Math Colloquium
P0101656	B & H Photo Video Inc	\$2,750.79		FC	Computer Monitor
P0101657	Simutech Systems Inc	\$10,990.00		CC	Software Licenses
P0101658	Los Angeles County	\$20,796.55		AC	Measure J General Election Program - Los Angeles
P0101659	Metadot	\$792.00		SCE	Helpdesk Service Fees
P0101660	Spectrum Laboratory Products Inc	\$3,105.06		FC	Lab Supplies
P0101661	iT1 Source LLC	\$3,240.00		SCE	Office Supplies
P0101662	Split Image Graphic Design	\$1,198.80		CC	Marketing Materials
P0101663	B & H Photo Video Inc	\$3,811.14		CC	Photography Equipment
P0101664	Amazon com	\$314.01		CC	Lab Supplies
P0101683	Amazon com	\$118.40		FC	Office Supplies
P0101684	The Human Solution	\$1,401.90		FC	Office Furniture
P0101685	Amazon com	\$14.80		SCE	Textbook
P0101686	Transportation Charter Services Inc	\$1,142.50		SCE	Field Trip to Getty Museum
P0101687	Scantron Corporation	\$288.00		SCE	Software Maintenance
P0101688	YBH Restaurants Inc	\$107.79		CC	Catering for Wellness Workshop
P0101689	Skyline Displays of Orange County	\$1,886.48		SCE	Marketing Materials
P0101690	GST	\$309.46		CC	Printer
P0101691	CDW Government Inc	\$1,789.13		CC	Computer
P0101692	Interior Office Solutions	\$9,672.55		FC	Classroom Furniture
P0101692	Interior Office Solutions	\$9,672.55		FC	Classroom Supplies
P0101693	Samy's Camera Inc	\$1,965.08		CC	Audio Visual Supplies
P0101694	Eagle Print Dynamics	\$3,604.18		CC	Marketing Materials
P0101696	Atlantic City Games Inc	\$859.42		SCE	Marketing Materials
P0101697	Merit Software	\$14,621.00		FC	Software
P0101698	Pearson Education Inc	\$13,448.40		SCE	Software Licenses
P0101699	Enabling Technologies Inc	\$6,874.21		FC	Classroom Equipment
P0101700	Sodexo Inc and Affiliates	\$184.06		SCE	Catering for Printing Technology Meeting

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101701	Fisher Scientific Co LLC	\$3,286.69		FC	Lab Supplies
P0101702	Hancock, Ange-Marie	\$1,200.00		FC	Fee for Guest Speaker for Solidarity Politics for Millennials Event
P0101703	California Newsreel	\$324.61		FC	Instructional Materials
P0101704	S-Comm Inc	\$4,555.22		FC	Computers
P0101705	Computerland of Silicon Valley	\$648.00		FC	Software
P0101706	Cardiac Direct	\$4,138.72		FC	Lab Equipment
P0101707	Sasco Electric	\$2,500.00		FC	Cabling Services
P0101708	Midwest Medical Supply Co LLC	\$6,441.38		CC	Lab Supplies
P0101709	CN School and Office Solutions Inc	\$365.20		FC	Office Furniture
P0101710	Office Depot	\$1,544.38		FC	Office Supplies
P0101711	The Oak Co	\$4,100.00		FC	Typesetting for 2015 Class Schedule
P0101712	Allsteel Inc	\$1,947.95		SCE	Office Furniture
P0101713	Midwest Global Group, Inc	\$1,042.25		CC	Graduation Supplies
P0101714	Jackson's Auto Supply	\$2,000.00		FC	Blanket Order for Automotive Supplies
P0101715	Goodson Manufacturing Company	\$1,500.00		FC	Blanket Order for Automotive Supplies
P0101716	Vocal Booth Togo Inc	\$74.35		FC	Classroom Supplies
P0101718	Upbeat Inc	\$2,737.12		CC	Outdoor Furniture
P0101719	OCLC Inc	\$2,085.00		FC	Software License
P0101720	Office Depot	\$1,700.77		CC	Office Supplies
P0101721	Allsteel Inc	\$988.42		SCE	Labor for Installation of Furniture
P0101722	Kelly Paper Co	\$900.00		FC	Blanket Order for Printing Supplies
P0101723	B & H Photo Video Inc	\$4,300.00		FC	Blanket Order for Instructional Supplies
P0101724	Refrigeration Supplies Distributor	\$2,000.00		CC	Blanket Order to Purchase Refrigeration Supplies
P0101725	J W Pepper of Los Angeles	\$5,000.00		FC	Blanket Order to Purchase Music Supplies
P0101726	edmentum Holdings Inc	\$810.00		SCE	Software
P0101727	McGrath, Patricia	\$700.00		FC	Fee for Guest Speaker for CDES Student Seminar
P0101728	Katie's Creative Gifts and Balloons	\$303.64		FC	Marketing Materials
P0101729	Harris Communications	\$624.72		FC	Instructional Materials
P0101730	CN School and Office Solutions Inc	\$14,006.96		FC	Office Furniture
P0101731	iT1 Source LLC	\$2,031.46		SCE	Computer
P0101732	Apple Computer Inc	\$7,490.51		CC	Computer
P0101733	Apple Computer Inc	\$1,957.93		FC	Computer
P0101734	American 3B Scientific	\$1,945.09		CC	Instructional Materials
P0101735	Postmaster - Cypress	\$147.00		CC	Office Supplies
P0101736	Western Graphics Plus	\$2,425.81		CC	Canopies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101737	Amazon com	\$775.61		SCE	Office Supplies
P0101738	Amazon com	\$464.96		SCE	Instructional Supplies
P0101739	Amazon com	\$76.29		CC	Lab Supplies
P0101740	Everett Community College	\$130.49		SCE	Field Trip to Everett Community College
P0101741	Snap Surveys	\$1,910.00		FC	Software
P0101742	Transportation Charter Services Inc	\$3,081.50		FC	Transportation Services for Athletics Teams
P0101743	Headsets.com	\$3,607.39		FC	Office Software
P0101744	Luxion Inc	\$995.00		FC	Software License
P0101745	Humanscale	\$68.13		FC	Office Furniture
P0101746	Surveymonkey.com LLC	\$199.00		AC	Software Upgrade
P0101747	MSC Industrial Supply Co Inc	\$1,500.00		FC	Blanket Order for Automotive Supplies
P0101748	CDW Government Inc	\$25,039.04		SCE	Computers
P0101749	Eagle Optics	\$1,295.87		FC	Lab Supplies
P0101750	CDW Government Inc	\$17,334.72		SCE	Computers
P0101751	Pearson	\$804.49		FC	Textbooks
P0101753	CDW Government Inc	\$27,928.18		SCE	Computers
P0101754	Fisher Scientific Co LLC	\$1,000.00		FC	Blanket Order for Instructional Supplies
P0101755	Delta Biologicals	\$500.00		FC	Blanket Order for Instructional Supplies
P0101756	Matco Tools	\$3,000.00		FC	Blanket Order for Instructional Supplies
P0101757	Apex Audio Inc	\$1,009.64		FC	Video Equipment
P0101758	Northern Tool & Equipment	\$194.34		FC	Electrical Supplies
P0101759	Apex Audio Inc	\$352.80		FC	Server supplies
P0101760	Displays2Go	\$471.22		FC	Marketing Materials
P0101761	Other World Computing Inc	\$425.52		FC	Computer Supplies
P0101763	McDowell Signal Processing LLC	\$150.00		FC	Site License Fee
P0101764	YBH Restaurants Inc	\$404.46		CC	Legacy Graduation Dinner
P0101765	Office Depot	\$755.15		CC	Printer
P0101766	Fullerton College	\$1,122.00		FC	Student Registration Fees
P0101767	Pacific Lift and Equipment Co., Inc.	\$1,495.00		FC	Office Equipment
P0101768	Ace Bindery Inc	\$1,140.00		AC	Print Service
P0101769	SouthWest Paper Direct	\$874.97		AC	Printing Supplies
P0101770	Gravograph New Hermes	\$181.18		AC	Printing Supplies
P0101771	Allsteel Inc	\$7,520.61		CC	Office Furniture
P0101772	Environmental Management Technologies	\$632.80		AC	Chemical Disposal Services
P0101773	Strata Information Group	\$7,020.64		CC	IT Consultant Services

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0101774	Strata Information Group	\$1,155.00		FC	IT Consultant Services
P0101775	Nth Generation Computing Inc	\$628.00		FC	Software Support
P0101776	Amazon com	\$769.26		SCE	Office Supplies
P0101777	Amazon com	\$769.26		SCE	Office Supplies
P0101778	Amazon com	\$1,327.29		FC	Classroom Supplies
P0101779	Henry Schein Inc	\$2,863.71		CC	Lab Equipment
P0101782	B & H Photo Video Inc	\$1,162.07		FC	Computer Upgrade Parts
P0101783	I.C. Compound Co, Inc.	\$337.06		FC	Printing Supplies
P0101784	B & H Photo Video Inc	\$5,357.02		CC	Photography Equipment
P0101786	Anaheim Union High School District	\$720.80		FC	Transportation Fees for College Prep Conference
P0101788	Qless Inc	\$1,112.00		FC	Software
P0101789	Promotional Concepts Enterprises	\$3,703.95		CC	Event Uniform
P0101794	CSI Fullmer	\$3,422.81		AC	Office Furniture

\$3,541,581.65

Approved by: _____
C.M. Brahmhatt, Interim Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	May 12, 2015	Resolution	<u>X</u>
		Information	<u></u>
SUBJECT:	2014-2015 Budget Transfers: General Fund and Capital Outlay Fund.	Enclosure(s)	<u>X</u>

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

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

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

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

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

RECOMMENDATION: Authorization is requested for the 2014-2015 General Fund and Capital Outlay Fund budget transfers netting to the amount of \$744,151 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

C.M. Brahmhatt
Recommended by

Approved for Submittal

3.b.1
Item No.

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

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

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

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
1200	\$ 109,444	1400	\$ 20,947
2100	5,169	4000	24,546
2300	36,493	5000	606,005
2400	7,120	6000	3,609
3900	276	7600	3,200
7900	499,805		
TOTAL	\$ 658,307	TOTAL	\$ 658,307

AYES:
 NOES:
 ABSENT:

STATE OF CALIFORNIA))
) SS
 COUNTY OF ORANGE))

I, C.M. Brahmbhatt, Interim Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on May 12, 2015, and passed by a _____ vote of said Board.

 Interim Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools
 by _____, Deputy

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

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the Capital Outlay Fund (4040), pursuant to the California Code of Regulations Title 5, §58307;

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

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
5000	\$ 85,844	6000	\$ 85,844
TOTAL	\$ 85,844	TOTAL	\$ 85,844

AYES:
 NOES:
 ABSENT:

STATE OF CALIFORNIA))
) SS
 COUNTY OF ORANGE)

I, C.M. Brahmbhatt, Interim Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on May 12, 2015, and passed by a _____ vote of said Board.

 Interim Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools
 by _____, Deputy

Budget Transfers
05-12-2015

1.	From:	11100-2655-50000-1900	CC	Other Operating Expenses – Prior Year Fund	20,064
	To:	11100-2665-64120-1900	CC	Equipment – Prior Year Fund	20,064
	Transfer to cover the purchase of thermo scientific equipment for the Chemistry Sciences Department.				
2.	From:	17745-7215-40000-6110	FC	Supplies and Materials – Student Equity Program	10,000
	To:	17745-7215-50000-6110	FC	Other Operating Expenses – Student Equity Program	10,000
	Transfer to cover the cost of contracted services for the Student Equity Program.				
3.	From:	17715-3230-12510-6320	CC	Academic Administrators Salaries – SSSP	31,000
	To:	17715-3230-51200-6320	CC	Contracted Services – SSSP	31,000
	Transfer to cover SSSP core services to help students declare a major and complete a student education plan.				
4.	From:	11100-5916-50000-6190	FC	Other Operating Expenses – Prior Year Fund	14,910
	To:	11100-5916-14000-6190	FC	Noninstructional Salaries, Other – Prior Year Fund	14,910
	Transfer to cover support staff salaries.				
5.	From:	11200-4200-23000-6190	CC	Noninstructional Salaries – Current Year Fund	10,000
	To:	11200-4200-51900-6190	CC	Personal & Consultant Services – Current Year Fund	10,000
	Transfer to cover the cost of consultant services needed to create the Blackboard Summer and Fall course sites to initiate the Student Information System Integration Process.				
6.	From:	11100-4165-4xxxx-6150	CC	Supplies and Materials – Prior Year Fund	12,150
	To:	11100-4165-51900-6150	CC	Personal & Consultant Services – Prior Year Fund	12,150
	Transfer to provide one-time funding for special projects for the current fiscal year.				
7.	From:	11200-7155-60000-6150	FC	Equipment – Current Year Fund	29,000
	To:	11200-7155-40000-6150	FC	Supplies and Materials – Current Year Fund	29,000
	Transfer to cover the purchase of chairs for student use in computer labs and the purchase of batteries for the campus network uninterruptible power supply.				
8.	From:	11100-1000-79430-0000	AC	Other Reserve for Contingencies – Prior Year Fund	374,805
	To:	11100-1000-51500-6600	AC	Election – Prior Year Fund	374,805
	Transfer to cover 2014 Measure J Election expenses for Orange County & Los Angeles County.				
9.	From:	11100-4xxx-60000-6xxx	CC	Equipment – Prior Year Fund	50,000
	To:	11100-4165-50000-6150	CC	Other Operating Expenses – Prior Year Fund	50,000
	Transfer to provide one-time funding for special projects for the current fiscal year.				

HVAC = Heating, Ventilation, and Air-Conditioning; SSSP = Student Success & Support Program.

Budget Transfers
05-12-2015

10.	From:	17715-3230-12510-6320	CC	Academic Administrators Salaries – SSSP	72,444
	To:	17715-3230-14000-6320	CC	Noninstructional Salaries, Other – SSSP	46,000
		17715-3230-23400-6320	CC	Noninstructional Professional Hourly – SSSP	26,444
		Transfer to cover support staff and professional expert salaries related to student education plans and orientation.			
11.	From:	11100-4xxx-6xxxx-6xxx	CC	Equipment – Prior Year Fund	41,083
	To:	11100-4310-522xx-6510	CC	Building Repairs – Prior Year Fund	41,083
		Transfer to re-allocate budgets to the appropriate accounts.			
12.	From:	11200-5965-14200-6310	FC	Noninstructional Hourly Counselor Salaries – Current Year Fund	12,239
		11200-5965-23000-6310	FC	Noninstructional Salaries – Current Year Fund	45,967
	To:	11200-5965-50000-6310	FC	Other Operating Expenses – Current Year Fund	12,239
		11200-5965-60000-6310	FC	Equipment – Current Year Fund	45,967
		Transfer to cover the cost of transportation for Early Commitment event and to cover the purchase of furniture and modular equipment for the Counseling Division Department.			
13.	From:	11200-6060-14100-6120	FC	Noninstructional Salaries, Other – Current Year Fund	20,000
	To:	11200-6060-64310-6120	FC	Computer Equipment – Current Year Fund	20,000
		Transfer to cover the cost of replacement computer and printers for the Fullerton College Library.			
14.	From:	11200-1315-79430-6600	AC	Other Reserve for Contingencies – Current Year Fund	50,000
	To:	11200-1315-51810-6600	AC	Legal – Current Year Fund	50,000
		Transfer to cover attorney's fees for various Human Resources matters.			
15.	From:	11100-1315-79300-6600	AC	Budget Center – Prior Year Fund	75,000
	To:	11100-1315-51820-6600	AC	Legal – Prior Year Fund	75,000
		Transfer to cover legal expenses incurred in defense of Measure J outcome.			
16.	From:	41xxx-1340-51900-7100	AC	Personal & Consultant Services – Capital Outlay Fund	77,454
	To:	41xxx-1340-62200-7100	AC	Building Improvements – Capital Outlay Fund	77,454
		Transfer to cover the cost of remodeling the staff dining room in Building 840, the cost of carpeting service in Building 300 and 326, and the cost of HVAC installation for Financial Aid Building 100, Recording Studio, and Mail Room Building 800 at Fullerton College.			

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 12, 2015

SUBJECT: Quarterly Financial Status Report Ended
March 31, 2015

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

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

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

Accordingly, attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the quarter ended March 31, 2015. This agenda item was submitted by Rodrigo Garcia, District Director, Fiscal Affairs.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6300, Fiscal Management.

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

RECOMMENDATION: It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended March 31, 2015, as required by §58310 of Title 5.

C M Brahmbhatt

Recommended by

Approved for Submittal

3.c

Item No.

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD ▾

Fiscal Year: 2014-2015

District: (860) NORTH ORANGE

Quarter Ended: (Q3) Mar 31, 2015

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2011-12	Actual 2012-13	Actual 2013-14	Projected 2014-2015

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

A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	156,394,337	158,388,978	171,384,348	180,064,936
A.2	Other Financing Sources (Object 8900)	78,618	57,224	14,225	363,865
A.3	Total Unrestricted Revenue (A.1 + A.2)	156,472,955	158,446,202	171,398,573	180,428,801
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	153,081,500	156,512,817	160,353,104	177,085,458
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,956,229	6,603,893	9,538,770	8,388,646
B.3	Total Unrestricted Expenditures (B.1 + B.2)	156,037,729	163,116,710	169,891,874	185,474,104
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	435,226	-4,670,508	1,506,699	-5,045,303
D.	Fund Balance, Beginning	46,427,440	46,862,666	42,192,158	43,698,857
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	46,427,440	46,862,666	42,192,158	43,698,857
E.	Fund Balance, Ending (C. + D.2)	46,862,666	42,192,158	43,698,857	38,653,554
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	30%	25.9%	25.7%	20.8%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	33,280	32,542	35,593	35,644
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2011-12	2012-13	2013-14	2014-2015
H.1	Cash, excluding borrowed funds		29,215,450	37,760,976	63,766,158
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	32,571,986	29,215,450	37,760,976	63,766,158

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	178,135,730	180,064,936	121,895,629	67.7%
I.2	Other Financing Sources (Object 8900)	363,865	363,865	21,539	5.9%
I.3	Total Unrestricted Revenue (I.1 + I.2)	178,499,595	180,428,801	121,917,168	67.6%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	175,738,989	177,085,458	120,772,727	68.2%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	7,888,646	8,388,646	7,681,298	91.6%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	183,627,635	185,474,104	128,454,025	69.3%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,128,040	-5,045,303	-6,536,857	
L	Adjusted Fund Balance, Beginning	43,698,857	43,698,857	43,698,857	
L.1	Fund Balance, Ending (C. + L.2)	38,570,817	38,653,554	37,162,000	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	21%	20.8%		

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

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

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

* As specified in Collective Bargaining Agreement or other Employment Contract

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

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

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

VII. Does the district have significant fiscal problems that must be addressed? **This year? NO**
Next year? NO

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	
		Resolution	
DATE:	May 12, 2015	Information	X
		Enclosure(s)	X
SUBJECT:	Quarterly Investment Report as of March 31, 2015		

BACKGROUND: The Quarterly Investment Report for the quarter ended March 31, 2015, is submitted in accordance with Section 53646 (b) of the Government Code. During the quarter, there has been no change to Board Policy 6320, Investments.

1. **The Orange County Treasurer's Money Market Educational Investment Pool.** As of March 31, 2015, the District had **\$189,172,190.83** on deposit. The total of the Orange County Treasurer's Combined Educational Investment Pool, at net book value, was **\$3,763,715,311** and the market value was **\$3,766,476,855**. This represents an unrealized gain for accounting purposes of approximately 0.07%, which equates to **\$138,801** for the District. This paper gain is the result of a decrease in interest rates, which caused the values to increase. The average net interest rate for the quarter ended March 31, 2015, was **0.33%**. Net interest earned for the quarter totaled **\$156,397.81**.

2. **Cypress College and Fullerton College Investments.** As of March 31, 2015, the colleges' investments total **\$2,059,023.20**. Of this amount, **\$1,954,748.19** was invested in certificates of deposit and **\$104,275.01** was invested in savings or money market accounts. The interest rates vary from **0.30%** to **1.98%**.

Investments in the Orange County Treasurer's Money Market Educational Investment Pool and the Cypress and Fullerton colleges' investments meet Board Policy 6320, Investments, adopted by the Board of Trustees on February 12, 2002, and revised on June 14, 2005. This agenda item was submitted by Rodrigo Garcia, District Director, Fiscal Affairs.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6320, Investments.

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

RECOMMENDATION: It is recommended that the Board receive the Quarterly Investment Report for the quarter ended March 31, 2015.

<u>C M Brahmhatt</u> Recommended by	<hr style="border: 0.5px solid black;"/> Approved for Submittal	<hr style="border: 0.5px solid black;"/> 3.d Item No.
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Cash in County Treasury
As of March 31, 2015

General Fund	\$ 63,766,157.89
Child Development Fund	56,694.26
FC Bursar Fund	3,084,341.00
CC Bursar Fund	1,023,410.19
Capital Outlay Fund	27,525,783.80
Self Insurance Fund	20,682,361.52
Retiree Benefit Fund	64,010,219.05
Student Financial Aid Fund	4,394,773.67
Bond Fund	4,628,449.45
Total	<u>\$ 189,172,190.83</u>

ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
 FOR THE MONTH AND QUARTER ENDED: MARCH 31, 2015

INVESTMENT STATISTICS - By Investment Pool***						
DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 03/31/15	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
COMBINED POOL BALANCES (includes the Extended Fund)						
Orange County Investment Pool (OCIP)	MARKET Value \$	366	0.49%			1.00
	COST (Capital) \$			0.45%		
	MONTHLY AVG Balance \$				0.44%	
	QUARTERLY AVG Balance \$					
	BOOK Value \$					
Orange County Educational Investment Pool (OCEIP)	MARKET Value \$	371	0.46%			1.00
	COST (Capital) \$			0.42%		
	MONTHLY AVG Balance \$				0.40%	
	QUARTERLY AVG Balance \$					
	BOOK Value \$					

INVESTMENT STATISTICS - Non Pooled Investments**			
DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE	
Specific Investment Funds:			
100, 15B, 283, 505, 529	MARKET Value \$	County General-Tax Exempt Non AMT	\$ 119,071,380
	COST (Capital) \$	Money Market Mutual Funds	1,257,263
	MONTHLY AVG Balance \$	Repurchase Agreement	1,081,500
	QUARTERLY AVG Balance \$	John Wayne Airport Investment Pool	50,019,709
	BOOK Value \$	GNMA Mortgage-Backed Securities	91,697
			\$ 171,521,549

MONTH END TOTALS			
INVESTMENTS & CASH		FUND ACCOUNTING & SPECIFIC INVESTMENTS	
COUNTY MONEY MARKET FUND (OCMMF)			
County Money Market Fund	\$ 1,185,452,177	County Funds	\$ 3,809,384,052
County Cash	29,566,590	Educational Funds	3,781,536,741
EXTENDED FUND	5,212,365,285	Specific Investment Funds	171,521,549
EDUCATIONAL MONEY MARKET FUND (OCEMMF)			
Educational Money Market Fund	1,152,042,938		
Educational Cash	11,493,803		
NON-POOLED INVESTMENTS			
Non Pooled Investments @ Cost	171,521,549		
	\$ 7,762,442,341		\$ 7,762,442,341

KEY POOL STATISTICS			
INTEREST RATE YIELD		WEIGHTED AVERAGE MATURITY (WAM)	
OCMMF - MONTHLY GROSS YIELD	0.11%	OCMMF	48
OCEMMF - MONTHLY GROSS YIELD	0.11%	OCEMMF	51
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD	0.14%	JOHN WAYNE AIRPORT WAM	56
OCIP - YTD NET YIELD****	0.34%	LGIP WAM (Standard & Poors)	47
OCEIP - YTD NET YIELD****	0.34%		
90-DAY T-BILL YIELD - MONTHLY AVERAGE	0.02%		

**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: MARCH 31, 2015**

INVESTMENT STATISTICS - By Investment Fund*

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 03/31/15	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
<u>County Money Market Fund (OCMMF)</u>	MARKET Value \$ 1,185,441,628 COST (Capital) \$ 1,185,452,177 MONTHLY AVG Balance \$ 873,508,236 QUARTERLY AVG Balance \$ 901,676,802 BOOK Value \$ 1,185,412,275	48	0.09%	0.11%	0.11%	1.00
<u>Educational Money Market Fund (OCEMMF)</u>	MARKET Value \$ 1,151,754,378 COST (Capital) \$ 1,152,042,938 MONTHLY AVG Balance \$ 1,195,423,948 QUARTERLY AVG Balance \$ 1,350,437,946 BOOK Value \$ 1,151,763,902	51	0.10%	0.11%	0.10%	1.00
<u>Extended Fund</u>	MARKET Value \$ 5,205,839,829 COST (Capital) \$ 5,212,365,285 MONTHLY AVG Balance \$ 5,210,744,385 QUARTERLY AVG Balance \$ 5,144,355,811 BOOK Value \$ 5,200,322,710	511	0.62%	0.57%	0.56%	1.00

ALLOCATION OF EXTENDED FUND

<u>Extended Fund</u> <u>OCIP Share</u>	MARKET Value \$ 2,591,117,352 COST (Capital) \$ 2,594,365,285 MONTHLY AVG Balance \$ 2,592,744,385 QUARTERLY AVG Balance \$ 2,555,388,069 BOOK Value \$ 2,588,371,300	511	0.62%	0.57%	0.56%	1.00
<u>OCEIP Share</u>	MARKET Value \$ 2,614,722,478 COST (Capital) \$ 2,618,000,000 MONTHLY AVG Balance \$ 2,618,000,000 QUARTERLY AVG Balance \$ 2,588,967,742 BOOK Value \$ 2,611,951,410	511	0.62%	0.57%	0.56%	1.00
<u>Modified Duration</u>						1.39

- * Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the Investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value.
- ** Specific non pooled investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the inventory listing in Section VII of this report.
- *** The Combined Pool Balances include the County and Educational Money Market Funds and their respective portions of the Extended Fund.
- **** The Net Yield differs from the monthly average yield as it includes the Treasury administration fees.

**CYPRESS COLLEGE INVESTMENTS
MONTH ENDING Mar 31, 2015**

<i>FUND</i>	<i>TYPE</i>	<i>ISSUER</i>	<i>MATURITY DATE</i>	<i>DOLLAR VALUE</i>	<i>INTEREST RATE</i>
<i>Bursar's Office (6 mos - 2 years)</i>	CD # OBP-774145	Union Banc	2/22/2016	\$ 800,000.00	0.30%-0.50%
<i>(3 years)</i>	CD # 911593-41	School 1st FCU	1/22/2017	\$ 101,545.66	1.290%
<i>(3 years)</i>	CD # 0092620172-1000	OC's Credit Union	1/21/2017	\$ 250,000.00	1.045%
<i>(3 years)</i>	CD # 920880751-293841	NuVision FCU	1/22/2017	<u>\$ 253,868.20</u>	1.292%
<i>Total Bursar Investments</i>				<u>\$ 1,405,413.86</u>	
<i>Associated Students</i>	CD # 911593-40 (3 Years CD)	School 1st FCU	10/8/2016	\$ 151,987.83	1.19%
<i>Total Associated Students</i>				<u>\$ 151,987.83</u>	
<i>Total Investments</i>				<u>\$ 1,557,401.69</u>	

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

**Fullerton College
Investment Report
For Period Ended 3/31/15**

Fund	Investment Type	Issuer	Interest Rate	Maturity Date	Estimated Value
Assoc. Students	Savings	CapitalOne 360	0.399	N/A	1,915.26
Bursar	Savings	CapitalOne 360	0.399	N/A	102,359.75
Assoc. Students	CD	Orange County's Credit Union	1.000	7/29/2017	198,213.12
Assoc. Students	CD	Schools First Credit Union	1.980	8/13/2019	199,133.38
					<u>\$ 501,621.51</u>

Note: \$3,000,000 invested with County Department of Education

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 12, 2015

SUBJECT: Destruction of Class 3 Disposable Records

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

BACKGROUND: The District periodically destroys nonessential records such as quotations, warehouse stock records, bid recaps, etc., that are no longer of value or have no legal consequence as part of a routine records management procedure. The District has reviewed the classification of documents and in compliance with Title 5, §59020 of the California Administrative Code, has identified those documents that may now be destroyed. Board approval is required prior to the destruction of the records indicated on the attached inventory. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

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

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

RECOMMENDATION: Authorization is requested for the disposal of Class 3 Disposable Records after July 1, 2015, from the District's Business Office, and the respective Bursar's Office of Cypress and Fullerton colleges and the School of Continuing Education as listed on the attached inventory pursuant to Title 5, §59020 of the California Administrative Code.

C. M. Brahmbhatt
Recommended by

Approved for Submittal

3.e.1
Item No.

CLASS 3 DISPOSABLE RECORDS
DESTROY AFTER JULY 1, 2015

Anaheim Campus

Warrant Registers	2009-2010
Journal Entries and Bank Statements	2009-2010
Warrants	2009-2010
County Ledgers	2009-2010
Classified Timecards and Timesheets	2009-2010
Miscellaneous	2009-2010
Cash Receipts	2009-2010
Certificated Timecards	2009-2010
Bid Recaps	2009-2010
Purchase Orders	2009-2010
Purchase Requisitions	2009-2010
Quotations	2009-2010
Warehouse Picking Tickets	2009-2010
Warehouse Stock Records	2009-2010

Campus Bursar Office

Bank Statements and Reconciliations with Checks	2009-2010
Journal Entries	2009-2010
Cash Receipts and Reconciliations	2009-2010
Purchase Orders and Requisitions	2009-2010
Cash Register Tapes and Reconciliations	2009-2010

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 12, 2015
SUBJECT: Agreement with Real Synergism

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

BACKGROUND: On May 24, 2011, the Board approved to enter into a two-year agreement with Real Synergism, Inc. (“RSI”) to provide assistance in various areas of contracts administration and facilities planning. It is important to note that RSI has successfully coordinated and/or facilitated certification by the Division of the State Architect (“DSA”) all Measure X/State Capital Outlay projects enabling the District to proceed with its planned projects without any reservation that there are still DSA uncertified projects. We would like for RSI to continue to provide services to the District.

RSI proposes to continue to provide the following services to the District:

- Assist the District Director, Facilities Planning & Construction, in the management of District public works construction and contracting activities, including planning and procurement of services, evaluation of proposals, and development of contracts to secure professional services and products; negotiate contract terms and conditions; reviews contracts related to facilities planning and construction activities to ensure compliance with legal and contractual mandates and other requirements.
- Assist the District Director, Facilities Planning & Construction, with the development of requests for proposals (RFPs) for District public works construction; conduct public bid opening; perform bid and cost analyses, when required; and participate in bid protest resolution.
- Review bids, consultant/vendor proposals, for compliance with appropriate codes, as well as with District Purchasing Policies and Procedures, etc.
- Review contract requirements and process change orders for Board consideration and approval.
- Prepare Board agenda items for construction and/or consultant contracts and related amendments.
- Prepare consultant agreements and related amendments.
- Review and recommend approval of claims and invoices submitted against contract for facilities planning and construction activities; ensure timely payments to contractors and vendors; assist in monitoring and updating construction project budgets; ensure that labor compliance programs are appropriately implemented and administered relative to qualifying projects.
- Assist with the close out of projects and related construction contracts, and ensure timely release of retention monies.
- Process claims, stop notices, and other documents related to construction activities.

- Provide assistance to District’s legal counsel with researching claims and producing necessary documents.
- Assist/coordinate with project consultants and inspector with the certification of completed projects with the Division of the State Architect (“DSA”).
- Provide assistance on Prop. 39 projects guideline compliance.
- As necessary, assist the District Director, Facilities Planning and Construction, with various facilities planning tasks, i.e., document coordination with the Division of State Architect.

However, RSI’s contract will expire on June 30, 2015. It is, therefore, requested that the Board approve to enter into a new contract with RSI for a period of five (5) years, commencing on July 1, 2015 and terminate June 30, 2020. Should there be a further need for RSI’s services, the District and RSI (“Parties”) shall have the option to renew the agreement for an additional five (5) years. The Parties mutually understand that the agreement may be terminated by either party upon thirty (30) days’ written notice.

RSI’s hourly rate was last increased from \$55 to \$65 per hour in May 2011. It is recommended that RSI’s hourly rate be increased from \$65 to \$75, plus an amount not to exceed \$2,000 for travel expenses for a total of \$158,000 annually. This agenda item was submitted by Richard Williams, District Director, Facilities Planning & Construction.

How does this relate to the District-wide Strategic Plan? This item responds to Goal #7: Through effective planning and using resources efficiently, the District/campuses provide facilities, equipment, technology, and infrastructure to adequately support instructional programs and services.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse, and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: The not-to-exceed contract amount of \$156,000 plus reimbursables not to exceed \$2,000 shall be charged to appropriate funds. The fees of Real Synergism will be allocated among the budgets of the various projects for which it provides its services.

RECOMMENDATION: Authorization is requested to renew and enter into a five-year contract with Real Synergism to provide services in addition to contracts administration and facilities planning services effective July 1, 2015, through June 30, 2020, at the hourly rate of \$75 for an annual contract amount of \$156,000, plus an amount not to exceed \$2,000 for travel expenses, for a total not-to-exceed amount of \$158,000. Should there be a further need for RSI’s services, the District and RSI (“Parties”) shall have the option to renew the agreement for an additional five (5) years. The Parties mutually understand that the agreement may be terminated by either party upon thirty (30) days’ written notice. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the agreement on behalf of the District.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 12, 2015
SUBJECT: Hyland Software Imaging System for Cypress College, Fullerton College, an School of Continuing Education

Action X
Resolution
Information
Enclosure(s)

BACKGROUND: In September 2001, Hershey Business Systems was approved by the Board of Trustees to provide Singularity, an optical imaging system, for student transcripts and student grade reports at Cypress College, Fullerton College, and the School of Continuing Education. The system was designed for expansion as additional needs arose throughout the District.

In September 2010, Hyland Software, Inc. acquired Hershey Business Systems and, since that time, has provided for our on-going Singularity support needs. However, Hyland's development efforts are focused on their OnBase imaging software product and, over time, they have integrated functionality from Singularity into the OnBase product. Hyland is offering us the opportunity to migrate our Singularity data and documents to the OnBase system and will provide the OnBase software licenses at no charge; we will be required to pay for the migration services, training, and on-going maintenance support. In addition to retaining the functionality currently provided by Singularity, the OnBase system will provide increased data protection, integration with Microsoft Outlook, and interfacing with the District's Banner system.

A centralized server for this system is maintained in Information Services for security purposes, allowing all data and documents to be stored in one area and backup of the system to be a part of regular system maintenance.

The total cost of implementation of OnBase is \$215,320, with implementation to begin May 13, 2015, and to be completed by December 31, 2015. This cost will include migration services, software licensing, training, and a one-year maintenance agreement with the option to renew. Hyland Software is providing a discount on the software licensing resulting in a total discount of \$88,000.00. Implementation services include installation, migration of data and documents, and training.

The following is a breakdown of the costs of the project:

Hyland OnBase Migration and Implementation Services	\$126,120
Hyland OnBase Software licensing	\$55,000
Hyland OnBase Training	\$5,600
Hyland OnBase first year software maintenance	\$28,600
Total	\$215,320

The system has the capability of being enhanced and upgraded for future optical imaging needs for other campus and District administrative areas.

This project is directly related to student success by providing Admissions and Records staff and Counselors electronic access to student transcripts and other important documents used to assess student progress in their educational process.

This agenda item was prepared by Tom Wallace, Manager, IT Technical Support and Jessica Nelson, Special Project Director, Cypress College and submitted by Tom Wallace who will manage this project.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses by providing Admissions and Records staff and Counselors electronic access to student transcripts and other important documents used to assess student progress in their educational process. This item also responds to District Strategic Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities by providing a centralized document imaging system.

How does this relate to Board Policy: This item relates to Board Policy BP-6330 Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: Student Success and Support Program Funds.

RECOMMENDATION: Authorization is requested to enter into an agreement with Hyland Software, Inc., for the OnBase software, implementation, migration, and training services to commence May 13, 2015 with an expected completion date of December 31, 2015, at a cost of \$215,320, to include a one-year maintenance agreement with the option to renew annually.

Authorization is also requested for the Chancellor to execute the agreement with Hyland Software, Inc.

Authorization is also requested for the District Director, Information Services to execute mutually agreed upon Statements of Work on behalf of the District.

CM Brahmhatt
Recommended by

Approved for Submittal

3.g.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: May 12, 2015

SUBJECT: Consider Authorization for the Sole Source Service for the Chiller #2 at Anaheim Campus

BACKGROUND: Chiller #2 at the Anaheim Campus is not functioning properly and an upgrade to the equipment is necessary. The manufacturer of the chiller is Trane. In order to bring the chiller back to like-new condition, the District requested Trane to provide their exclusive R'Newal service, which utilizes only factory authorized technicians and original Trane parts. This service is necessary for the issuance of a Trane factory warranty and a new serial number for the chiller.

The conversion of the existing Trane CenTraVac compressor from constant speed operation to variable speed operation using Trane AFD controls and frequency drive will serve to extend the life of the compressor, as well as reduce utility use by adjusting the speed of the compressor during reduced load periods. The building power will be reconfigured to work with the new drive. The Trane OEM Adaptive Frequency Drive (AFD), the option of a 5-year factory warranty on the AFD, and a 5-Year Trane Scheduled Service Agreement, are only available through Trane. The total cost for the upgrade is \$122,184.

Pursuant to Public Contract Code Section 3400(b) and 3400(c)(2), the District may elect to specify certain products/brands for current and future projects to match items in existing projects so as to establish complete compatibility. This agenda item was submitted by Christine Figuera, Anaheim Campus Director, Physical Plant/Facilities, and Jenney Ho, District Director, Purchasing.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this project will come from Scheduled Maintenance funds.

RECOMMENDATION: It is recommended that the Board authorize the District Director, Purchasing, to issue a purchase order to Trane for the sole source service for the Chiller #2 at the Anaheim Campus in the amount of \$122,184.

C.M. Brahmhatt
Recommended by

Approved for Submittal

3.h.1
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	May 12, 2015	Resolution	_____
		Information	_____
SUBJECT:	Enter Into Architectural Consultant Agreement with DLR Group	Enclosure(s)	_____

BACKGROUND: On December 9, 2014, the Board approved a pool of 22 architectural firms to provide architectural and engineering services for District projects. The Vice President of Administrative Services and the Director of Physical Plant and Facilities reviewed the proposals of the 22 architectural firms. They identified six firms who were experienced and qualified to potentially serve in the capacity of Campus Architect to Cypress College. The College's Planning & Budget Committee (PBC), comprised of representatives from management, the Academic Senate, CSEA, United Faculty, and students served as the selection committee in identifying the final candidate for this role. One firm voluntarily withdrew from the process. Five others were invited to make presentations to the PBC. After all presentations were made, the PBC agreed unanimously to recommend the DLR Group as the Cypress College Campus Architect.

Below is a brief summary of what the Campus Architect may be requested to perform, amongst other tasks:

- Outreach/Communication – this task will include, but will not be limited to: reporting to the College/District Administration and the Board; coordinating with Academic Leadership; community/government/professional outreach.
- Long Term Planning – this task will include, but will not be limited to: coordinating the college's 5-20 year needs assessment; State Chancellor/FUSION reporting; facilitating the determination and documentation of Educating Planning, Budget Planning, and Physical Planning.
- Project Development – this task will include, but will not be limited to: identifying and prioritizing projects; generating project schedules; academic program and facilities needs assessment; project budgets; project delivery methods; RFQ/RFP preparation; design and construction team selections; debriefs.
- Project Design - this task will include, but will not be limited to: campus design guidelines; technical standards; BIM standards; project reviews.
- Operations - this task will include, but will not be limited to: staff coordination; budget/schedule reviews; program needs assessment; project budgets; DSA coordination; ADA compliance; infrastructure modernization; deferred maintenance program coordination; mediations.

This agenda item was submitted by Karen Cant, Vice President, Administrative Services, Cypress College.

Fees will be billed based on the hourly rate fee structure of DLR Group. Proposals will be obtained for specific projects. The hourly rate fee structure of DLR Group is comparable to the other firms evaluated and is as follows:

Discipline Leader	\$235
Senior Professional	\$175
Professional	\$145
Professional Support	\$115
Technical	\$ 90
Clerical	\$ 70

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The proposed fees for architectural services in an amount not to exceed \$200,000 per fiscal year will be charged to a combination of Capital Outlay and Bond funds depending on the nature of services.

RECOMMENDATION: Authorization is requested to enter into a service agreement with DLR Group to serve as Campus Architect at Cypress College in an amount not to exceed \$200,000 per fiscal year. If additional services are required, staff will bring additional agenda items to the Board. Proposals will be obtained for specific projects, and fees will be billed based on the hourly rate fee structure of DLR Group. The term of the agreement shall be for a period of three years effective May 13, 2015, through May 12, 2018, with an option to extend for an additional two-year period. Authorization is further requested for the Vice-Chancellor, Finance & Facilities, or District Director, Purchasing to execute the agreement on behalf of the District.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 12, 2015

SUBJECT: Adoption of Public Entity Investment Trust

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

BACKGROUND: North Orange County Community College District began offering Lifetime Medical Benefits to retirees many years ago. On December 6th 1994 the Board of Trustees approved an agenda item that documented an agreement between the District, CCA/CTA.NEA and CSEA for two things: 1) establishment of a 15-year service requirement for vesting purposes for employees hired after May 1, 1994, to receive “lifetime medical benefits”; 2) allow for the establishment and preservation of a “secured retiree benefits fund.” Those employees hired before May 1, 1994, would receive lifetime medical benefits upon retirement from the District, if they met their retirement system requirements.

In June 2004, the Governmental Accounting Standards Board approved GASB Statement 45, Accounting Standard for Other Post-Employment Benefits (OPEB). This GASB statement required entities to record expenses for retiree benefits on an accrual basis instead of the pay-as-you-go basis that most districts used, including NOCCCD. In addition to recording the “normal cost” or the actuarial determined annual cost of benefit for those employees currently working for the District, the District would be required to recognize a cost for the “Past Service Liability” by amortizing a portion of the cost for services provided in previous years by both retirees and active employees. This amortization was not to exceed a 30 year period. A new term emerged, “Annual Required Contribution”, or ARC which was a total of the year’s normal cost and 1/30th of the past service liability; the ARC is the amount that the District must recognize in its audited financial statements as the annual cost for retiree benefits. Another major provision of the GASB Statement 45 is that in order to take credit for any contributions above, the pay-as-you amount dollars must be “Irrevocably Committed” by establishing an Irrevocable Trust.

For this purpose it is recommended that the Board establish a Public Entity Investment Trust containing a Retirement Board for the Trust to have the authority to engage other necessary providers of services in connection with the Program, including the adoption of the Trust, the appointment of a fiduciary trustee and custodian, as well as to make any and all other decisions in the name of and on behalf of the Employer with regard to the Trust and other applicable agreements.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6320, Investments.

FUNDING SOURCE AND FINANCIAL IMPACT: None.

RECOMMENDATION: It is recommended that the Board approve the establishment of a Public Entity Investment Trust and that the Board Adopt Resolution No. 14/15-11, North Orange County Community College District, Public Entity Investment Trust.

C.M. Brahmhatt
Recommended by

Approved for Submittal

3.j.2
Item No.

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



**RESOLUTION No. 14/15-11, North Orange County Community College District,
Public Entity Investment Trust**

WHEREAS, the Board of Trustees (the “**Board**”) of North Orange County Community College District (“**Employer**”) desires to establish a trust to be used for the purposes of: (i) investment and disbursement of funds irrevocably designated by Employer for the payment of its obligations to eligible employees (and former employees) of Employer and their eligible dependents and beneficiaries for life, sick, hospitalization, major medical, accident, disability, dental, and other similar benefits (sometimes referred to as “other post-employment benefits,” or “**OPEB**”), in compliance with Governmental Accounting Statement Nos. 43 and 45; and (ii) investment and disbursement of excess funds held by Employer for future use in connection with any lawful purpose of Employer, as further described herein.

WHEREAS, the Board has not selected an alternative for accomplishing the above objectives and the Board has engaged RPM Consultant Group (RPM) and other necessary parties to assist in the process of establishing a trust (“the **Trust**”) for these approved objectives.

WHEREAS, the Board has the authority and desire to establish a nine (9) member Retirement Board for the Trust (“the **Retirement Board**”), which shall be appointed, terminated, or replaced by the Employer at any time to serve at the pleasure of the Board, to have the authority to engage other necessary providers of services in connection with the Program, including the adoption of the Trust, the appointment of a fiduciary trustee and custodian, as well as to make any and all decisions in the name of an on behalf of the Employer with regard to the Trust and other applicable agreements;

NOW THEREFORE, be it:

RESOLVED, that the Retirement Board shall be established to serve at the pleasure of the Employer, with authority to make decisions on behalf of and in the name of the Employer with regard to the implementation of the Trust and other corresponding agreement and the following named positions shall be appointed as the members of the Retirement Board, until such as their successors shall be appointed by the Employer:

Vice Chancellor, Finance & Facilities; Vice Chancellor, Human Resources; 2 Faculty nominated by United Faculty; 2 Classified employees nominated by CSEA; 2 Retirees; and 1 Board of Trustees Member

RESOLVED FURTHER, that the Retirement Board is hereby authorized and directed to execute the Adoption Agreement to implement the Trust; it is authorized and directed to execute the Program Services Agreement; and it is authorized to execute any other necessary agreements and take other action as is necessary to appoint the Retirement Board Trustee and any investment manager, as well as appoint any other "Authorized Representatives" who may act on behalf of the Employer in accordance with the terms of the Trust;

RESOLVED FURTHER, that decisions of the Retirement Board shall require an affirmative vote of at least a majority of the members of the Retirement Board and that the decisions of the Retirement Board may be made in accordance with Government Code §§ 54950 et seq. (the "Brown Act").

RESOLVED FURTHER, that the members of the Retirement Board shall meet periodically, for regular or special meetings to be held at any place which has been designated from time to time by resolution of the Retirement Board, on such date as they shall determine but not less than every twelve (12) months, with the notice of such time and place of each meeting being provided with no less than seventy-two (72) hours' notice that is delivered personally or electronically by telephone, facsimile, or other electronic means, to review the investments held in the Trust and to transact such other business and make sure other decisions as are required to be made by the Retirement Board;

RESOLVED FURTHER, that any meeting, regular or special, may be held in any manner consistent with the Brown Act.

RESOLVED FURTHER, that the members of the Retirement Board shall receive no compensation for serving as members of the Retirement Board;

RESOLVED FURTHER, that the members of the Retirement Board are hereby authorized and directed to take any and all other actions as they deem necessary and appropriate to carry out the purposes of these resolutions, including the execution of any and all applicable agreements to implement the Trust and to carry out the purposes of the Program as otherwise described therein.

RESOLVED FURTHER, that the members of the Retirement Board are hereby authorized to review and approve an Investment Policy Statement developed by the Trustee through consultation with the investment manager selected by the Trustee, which shall provide the guidelines for the investment of funds and assets contributed by the Employer to the Trust, and that the Retirement Board are further authorized to amend the Investment Policy Statement from time to time as they shall determine appropriate based upon consultation and advice received from the Trustee and the investment manager.

RESOLVED FURTHER, that the Trustee shall have the authority to cause any or all assets of the Trust to be commingled, if the investment and the issuance of such investment thereof would be exempt under the provisions of Sections 2(a)(36), 3(b)(1), or 3(c)(11) of the Investment Company Act of 1940 or Section 3(a)(2) of the Securities Act of 1933, with the assets of trusts created by others, causing such money to be invested as part of a common and/or collective trust fund.

RESOLVED FURTHER, that the Retirement Board shall provide information and copies of investment statements and other similar reports regarding the Trust and its applicable investment performance to the Board on a not-less-than an annual basis.

I DO HEREBY CERTIFY that I am the Vice Chancellor, Finance & Facilities, of the Employer, and that the foregoing is a true and correct copy of the resolutions of the Board of Trustees of the Employer, duly adopted and approved at a meeting which was duly called and held in accordance with all applicable provisions of law and the bylaws of the Employer, on May 12, 2015.

I FURTHER CERTIFY that the above resolutions are presently in full force and effect and have not been amended or revoked.

IN WITNESS WHEREOF, this certificate has been executed on May 12, 2015.

AFFIX SEAL

CERTIFIED BY AND ATTESTED TO:

Printed Name and Title of Signer

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 12, 2015

SUBJECT: Cypress College
Curriculum Matters

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

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

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Campus General Fund.

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum additions, deletions and revisions for Cypress College, effective fall 2015. The curricula have been signed by the Campus Curriculum Committee Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg

Recommended by

Approved for Submittal

4.a.1

Item No.

CYPRESS COLLEGE CURRICULUM

Board Agenda

May 12, 2015

(DCCC approved April 10, 2015)

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DH 220 C Clinical Dental Hygiene Units: 6.5 Lecture: 1.5 Laboratory: 16	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Prerequisite revalidated * Units from 6 to 6.5 * Lecture hrs from 1 to 1.5 * Fee from \$23 to \$46	20	Most of the time students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instructions as the class proceeds. The instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2015 Fall	New California Code of Regulations requires an increase in instruction in Local Anesthesia, Nitrous Oxide-Oxygen Analgesia and Periodontal Soft Tissue Curettage.
DH 255 C Dental Anesthesiology Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Prerequisite revalidated * Units from 2 to 3 * Lecture hrs from 1 to 2 * Lab hrs from 3 to 4	20	Most of the time students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instructions as the class proceeds. The instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2015 Fall	New California Code of Regulations requires an increase in instruction in Local Anesthesia, Nitrous Oxide-Oxygen Analgesia and Periodontal Soft Tissue Curettage.

MODIFY DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION		
Dental Hygiene	Associate in Science Degree Dental Hygiene	2015 Fall	Unit changes in DH 220 C and DH 255 C. Total Unit increase from 58-59.5 to 59.5-61		
	Semester 1				
				Units	
	DH 101 C			Dental Anatomy & Morphology	2
	DH 104 C			Oral Health Assessment	3
	BIOL 234 C			Oral Histology and Embryology	3
	DH 106 C			Radiology Tech/Hygienists	3
	DH 109 C			Pre-Clinical Dental Hygiene	4.5
	Semester 2				
					Units
	DH 110 C			Clinical Dental Hygiene	6
	BIOL 235 C			Head and Neck Anatomy	2
	DH 113 C			General and Oral Pathology	2
	DH 116 C			Dental Materials/Hygienists	2
	DH 125 C			Perio Pathology & Therapy	2
	Semester 3				
					Units
	DH 220 C			Clinical Dental Hygiene	6.5
	DH 240 C			Community Oral Health I	2
	DH 250 C			Pharmacology	2
	DH 255 C			Dental Anesthesiology	3
	DH 260 C			Dental Care for Special Needs	2
	Semester 4				
					Units
	DH 221 C			Clinical Dental Hygiene	6
	DH 230 C			Dental Specialties	2
	DH 241 C			Community Oral Health II	2
	DH 245 C			Dental Jurisprudence	2
	DH 248 C			Medical/Dental Emergencies	1
	Electives				
		Units			
DH 275 C	Clinical Dental Hygiene 1A	0.5			
DH 276 C	Clinical Dental Hygiene 2A	0.5			
DH 299 C	Dental Hygiene Indep. Study	0.5-2			
Total Units		59.5-61			

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 12, 2015 Resolution _____
Information _____
SUBJECT: Academic Personnel Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

Academic Personnel
May 12, 2015

RETIREMENTS

Franklin, Catherine	CC	Reading Instructor Eff. 05/24/2015 PN CCF809
Johnson, Michael	CC	Art Instructor Eff. 05/24/2015 PN CCF896

RESIGNATIONS

Vurdien, Ramalingum (Rajen)	FC	President Eff. 6/30/2015 PN FCX999
Danufsky, Joshua	FC	Mathematics Instructor Eff. 05/23/2015 PN. FCF759

NEW PERSONNEL

Aguirre, Elsa	FC	Counselor First Year Probationary Contract Class B, Step 1 Eff. 07/01/2015 PN FCF909
Arman, Nick	FC	Counselor, Veterans First Year Probationary Contract Class B, Step 1 Eff. 07/01/2015 PN FCF627
Bonnand, George	FC	Machine Technology Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN FCF812
Bouza, Laura	FC	Cinema/Television Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN FCF626

Academic Personnel
May 12, 2015

Craner, Michelle	FC	Fashion Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN FCF894
Gopar, Gary	CC	Music First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN CCF981
House, Joshua	CC	Communication Studies Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN CCF928
Lazarus, Laura	FC	Chemistry Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN FCF878
Marquez, Lorena	FC	Counselor First Year Probationary Contract Class B, Step 1 Eff. 07/01/2015 PN FCF619
Palmer, Kendyl	CC	English Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN CCF769
Parikh, Jalpa	FC	Anthropology Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN FCF620

Academic Personnel
May 12, 2015

Romero, Albert	FC	Librarian First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN FCF711
Santana, Citlally	FC	Counselor First Year Probationary Contract Class B, Step 1 Eff. 07/01/2015 PN FCF622
Stanton, Gretchen	FC	Chemistry Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/21/2015 PN FCF630

PAYMENT FOR INDEPENDENT LEARNING CONTRACT-2015 SPRING

Andrus, Angela	FC	\$ 10.00
Assef, Celia	FC	\$ 20.00
Balma, Jodi	FC	\$ 10.00
Bevec, Gina	FC	\$ 10.00
Cadena, Maria	FC	\$ 20.00
Clahane, Dana	FC	\$ 10.00
Davidson, Deborah	FC	\$ 10.00
Dowdalls, James	FC	\$ 10.00
Felender, Julie	FC	\$ 20.00
Goldstein, Jay	FC	\$ 30.00
Hanson, Bruce	FC	\$ 20.00
Klippenstein, Stephen	FC	\$ 10.00
Mazzaferro, Anthony	FC	\$ 20.00
Perez, Marie	FC	\$ 40.00
Pope, Daniel	FC	\$ 10.00
Seidel, Jay	FC	\$ 10.00
Van Ry, Michelle	FC	\$ 30.00
Ward, Carol	FC	\$200.00

LEAVE OF ABSENCE

Faraci, Michael	CC	Nursing Instructor Family Medical Leave (FMLA/CFRA) (Intermittent) Paid Leave Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 04/09/2015-05/14/2015
Hambly, Raine	SCE	Manager, SCE CTE Program Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/23/2015-03/24/2015
Mercer, Robert	CC	Journalism Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/13/2015-04/22/2015

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2015 SUMMER
INTERSESSION

Furlong, Kimberly	FC	Column 1, Step 0
Romero, Maria	CC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2015 FALL SEMESTER,
TRIMESTER

Do, Khuong	CC	Column 1, Step 0
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2015 SPRING SEMESTER,
TRIMESTER

Bair, Richard	SCE	Column 1, Step 0
Galindo, Kelly	SCE	Column 1, Step 0
Perez, Kristin	SCE	Column 2, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Posner, Marc	CC	Column 1, Step 0
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

DuRoss, Joseph	CC	Supervising Dentist (DH Program) Column 3, Step 0 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2015 Fall Semester
Goshtasbi, Arezcu	CC	Supervising Dentist (DH Program) Column 3, Step 0 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2015 Fall Semester
Green, George	CC	Supervising Dentist (DH Program) Column 3, Step 3 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2015 Fall Semester
Harris, Lee	CC	Supervising Dentist (DH Program) Column 3, Step 1 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2015 Fall Semester

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 12, 2015 Resolution _____
SUBJECT: Classified Personnel Information _____
Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.b.1

Item No.

Classified Personnel
May 12, 2015

RESIGNATION

Glover-Hill, Makisha CC Accounting Technician
12-month position (100%)
Eff. 05/09/2015
PN CCC743

NEW PERSONNEL

Aponte, Lance AC IT Specialist, Systems Applications
12-month position (100%)
Range 44, Step A
Classified Salary Schedule
Eff. 06/01/2015
PN ISC976

Espinoza, Michael CC Facilities Custodian I
12-month position (100%)
Range 27, Step A
Classified Salary Schedule
Eff. 05/13/2015
PN CCC755

Felipe, Victoria CC Administrative Assistant II
12-month position (50%)
Range 36, Step A
Classified Salary Schedule
Eff. 05/13/2015
PN CCC974

Hangué, Emmanuelle FC Administrative Assistant II
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 05/13/2015
PN FCC629

Larios-Cardenas, Eva CC Facilities Custodian I
12-month position (100%)
Range 27, Step A
Classified Salary Schedule
Eff. 05/13/2015
PN CCC838

Classified Personnel
May 12, 2015

McCurtis, Wesley CC Sports Information/Marketing Representative
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 05/18/2015
PN CCC902

Prell, Megan SCE Instructional Aide/DSS
11-month position (75%)
Range 30, Step A
Classified Salary Schedule
Eff. 05/13/2015
PN SCC881

Roberts, Nicole SCE Instructional Aide/DSS
11-month position (75%)
Range 30, Step C
Classified Salary Schedule
Eff. 05/18/2015
PN SCC882

CHANGE IN HIRE DATE

Nguyen, Kevin CC Student Services Technician/EOPS
12-month position (100%)
From: 04/29/2015
To: 05/13/2015
PN CCC728

VOLUNTARY CHANGES IN ASSIGNMENT

Arroyo, Hilda SCE Admissions and Records Technician (100%)

Temporary Change in Assignment
To: SCE Admissions and Records Specialist
12-month position
Admissions and Records Technician (85%)
Range 33, Step E + 10% Longevity + PG&D
Admissions and Records Specialist (15%)
Range 36, Step E + 10% Longevity + PG&D
Classified Salary Schedule
Eff. 05/01/2015 – 05/31/2015

Classified Personnel
May 12, 2015

Everett, Jennifer	FC	Administrative Assistant II (75%) Temporary Increase in Percent Employed From: 75% To: 100% Eff. 07/01/2015 – 06/30/2016
Salisbury, Chelsea	SCE	Campus Marketing/Outreach Assistant (100%) Temporary Change in Assignment To: SCE Executive Assistant III 12-month position (100%) Range 30C, Step A Confidential Salary Schedule Eff. 07/02/2015 – 07/10/2015
Zerue, Adam	FC	Facilities Custodian II (100%) Return to Regular Assignment Eff. 5/01/2015

PROFESSIONAL GROWTH & DEVELOPMENT

Salinas, Janelle	SCE	Instructional Assistant/Literacy Lab (100%) 1 st Increment (\$350) Eff. 07/01/2015 2 nd Increment (\$350) Eff. 07/01/2016
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ADMINISTRATIVE LEAVE WITH PAY

Ellis, Shannon	SCE	High School Records Technician (100%) Eff. 04/29/2015 until further notice
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LEAVES OF ABSENCE

Heredia, Edna	SCE	Administrative Assistant II (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 05/05/2015 – 06/01/2015 (Intermittent Leave)
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Classified Personnel
May 12, 2015

Miller, Jeffrey	SCE	Campus Safety Officer (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 05/13/2015 – 06/10/2015 (Consecutive Leave)
San Roman, Catherine	CC	Administrative Assistant III (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/08/2015 – 04/26/2015 (Consecutive Leave)
Sprague, Mike	FC	Equipment Operator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/17/2015 – 05/18/2015 (Consecutive Leave)

NEW CLASSIFIED MANAGEMENT JOB DESCRIPTION

Project Manager, Campus Capital Projects
Range 24

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 12, 2015

SUBJECT: Professional Experts

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

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts
May 12, 2015

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Abutin-Mitsch, Jeannie	FC	Project Manager	OC TPP Grants	26	05/25/2015	05/29/2015
Arman, Nick	FC	Project Manager	Transition from Military to College to Success	26	04/22/2015	06/30/2015
Babad, Bruce	FC	Technical Expert I	Woodwind Day Clinician	5	05/30/2015	05/30/2015
Bacean, Dorel	SCE	Technical Expert II	Disneyland Resort Customized PLC Training	4	05/04/2015	06/30/2015
Bicksler, Bonnie	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Chadwick, Janice	FC	Technical Expert II	Program Review-Reader	15	02/02/2015	05/01/2015
Dickey, Cherie	CC	Technical Expert I	Summer Boost Steering Committee	15	05/04/2015	06/19/2015
Hanson, Bruce	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Jagodina, Marianna	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Kageyama, Jill	FC	Technical Expert II	Program Review-Reader	15	02/02/2015	05/01/2015
Kyle, Diana	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Larsen, Chris	FC	Technical Expert I	Student Equity Funded Math Bootcamps	20	05/11/2015	06/30/2015
Low, Elizabeth	FC	Technical Expert I	Woodwind Day Clinician	5	05/30/2015	05/30/2015
Lozinsky, Richard	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Malloy, Scott	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Mucciario, Chau	FC	Project Manager	OC TPP Grants	26	05/25/2015	05/29/2015
Payan-Hernandez, Martha	SCE	Project Coordinator	Veterans H1B Advanced Manufacturing Program	26	05/11/2015	06/12/2015
Plum-Widner, Alix	FC	Technical Expert II	Program Review-Reader	15	02/02/2015	05/01/2015
Price, Rene	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Rasch, Kaylan	FC	Project Expert	University Tour Surveys and Evaluation	26	05/04/2015	06/30/2015
Richardson, Kristy	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015

Professional Experts
May 12, 2015

Rossi, Nicole	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Sallade, Douglas	CC	Project Manager	CC Proposition 39 Program Incentive Funds	4	04/27/2015	06/15/2015
Schulze, Michael	FC	Project Expert	Supplemental Instruction	15	05/26/2015	05/29/2015
Silva, Juan O.	CC	Project Coordinator	Puente Program Co-Coordinator	2	01/27/2015	05/22/2015
Trujillo, Tamara	FC	Project Expert	Supplemental Instruction	15	05/01/2015	05/29/2015

SCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Goh, Kenneth	Tuition Rate	Spring Trimester	26
Knighton, Sandra	Tuition Rate	Spring Trimester	26
Martinez, Mary	Tuition Rate	Spring Trimester	26
Taylor, Ronald	Tuition Rate	Spring Trimester	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 12, 2015
SUBJECT: Hourly Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.d.1

Item No.

Hourly Personnel
May 12, 2015

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alvarez, Gabriel	CC	Tech/Paraprof - On-call theatre crew for rental productions	05/13/15	06/30/15	TE B 1
Avalos, Sandra	FC	Clerical/Secretarial - Assist in campus Library	08/24/15	11/20/15	TE A 1
Baxter, Jessica	FC	Tech/Paraprof - On-call theatre crew for campus/rental productions	05/13/15	06/30/15	TE B 3
Black, Lauren	SCE	Instr Research Assistant - Assist with Kids' College Aquatics Program	06/20/15	06/30/15	TE B 4
Black, Lauren	SCE	Instr Research Assistant - Assist with Kids' College Aquatics Program	07/01/15	07/31/15	TE B 4
Chan, Wai	CC	Clerical/ Secretarial – Assist in Counseling Center	07/06/15	10/05/15	TE A 3
Cheng, Justin	SCE	Instr Research Assistant - Assist with Kids' College Aquatics Program	06/20/15	06/30/15	TE A 4
Cheng, Justin	SCE	Instr Research Assistant - Assist with Kids' College Aquatics Program	07/10/15	07/31/15	TE A 4
Espinoza, Cynthia	FC	Tech/Paraprof - On-call theatre crew for campus/rental productions	05/13/15	06/30/15	TE A 1
Fajardo, Guadalupe	CC	Clerical/Secretarial - Assist in Bursar fee station for student registration	06/15/15	06/30/15	TE A 3
Gonzalez, Jasmin	FC	Clerical/Secretarial - Assist in Admissions and Records	05/13/15	06/30/15	TE A 1
Jensen, Trevor	FC	Clerical/Secretarial - Assist in Student Activities Office	05/13/15	06/30/15	TE A 1
Kasinathan, Jeyalan	FC	Tech/Paraprof - On-call theatre crew for campus/rental productions	05/27/15	06/30/15	TE A 1
Lewis, Jazlyn	FC	Tech/Paraprof - On-call theatre crew for campus/rental productions	05/13/15	06/30/15	TE A 1
Marquez, Monica	FC	Tech/Paraprof - On-call theatre crew for campus/rental productions	05/13/15	06/30/15	TE A 1
Martinez, Elena	CC	Clerical/Secretarial - Assist in Financial Aid office	06/10/15	06/30/15	TE A 1
Martinez, Elena	CC	Clerical/Secretarial - Assist in Financial Aid office	07/01/15	09/04/15	TE A 1
Miller, Sherol	CC	Tech/Paraprof - On-call theatre crew for campus productions	05/13/15	06/30/15	TE A 1
Miller, Sherol	CC	Tech/Paraprof - On-call theatre crew for rental productions	05/13/15	06/30/15	TE B 1
Murillo, Raquel	CC	Clerical/Secretarial - Assist in Bursar fee station for student registration	05/11/15	06/30/15	TE A 4
Newman, Dennis	CC	Instr Research Assistant - Assist with Kids' College Aquatics Program	06/20/15	06/30/15	TE A 4
Newman, Dennis	CC	Instr Research Assistant - Assist with Kids' College Aquatics Program	07/01/15	07/31/15	TE A 4
Rodriguez, Mary Lou	CC	Instr Research Assistant - Assist with Kids' College Aquatics Program	06/20/15	06/30/15	TE A 4
Rodriguez, Mary Lou	CC	Instr Research Assistant - Assist with Kids' College Aquatics Program	07/01/15	07/31/15	TE A 4
Schmitt, Ashley	CC	Clerical/Secretarial - Assist with Student Online Orientation Project	05/13/15	05/31/15	TE A 1

Hourly Personnel
May 12, 2015

Stevens, Aaron	FC	Tech/Paraprof - On-call theatre crew for campus/rental productions	05/13/15	06/30/15	TE A 1
Talbot, Jesse	SCE	Clerical/Secretarial - Assist in DSPS office	07/06/15	10/02/15	TE A 1
Tukhi, Ghorashka	CC	Clerical/Secretarial - Assist in DSPS office	05/13/15	06/30/15	TE A 4
Tukhi, Ghorashka	CC	Clerical/Secretarial - Assist in DSPS office	07/01/15	08/31/15	TE A 4
Villasenor, Rafael	FC	Service/Maint - Assist Campus Safety Department with various duties	05/18/15	06/30/15	TE B 3

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Bradney, Maxwell	CC	Direct Instr Support - Tutor students with disabilities	05/13/15	06/30/15	TE B 4
Carlson, Alex	CC	Direct Instr Support - Tutor students in the Math Learning Center	06/22/15	06/30/15	TE B 2
Diaz, Kathleen	CC	Direct Instr Support - Tutor students in the Math Learning Center	06/22/15	06/30/15	TE B 1
McKay, Jonathan	CC	Direct Instr Support - Tutor students with disabilities	05/13/15	06/30/15	TE A 3
Miller, Tania	CC	Direct Instr Support - Tutor students in the Math Learning Center	06/22/15	06/30/15	TE B 3
Montes, Michelle	CC	Direct Instr Support - Tutor students in the Math Learning Center	06/22/15	06/30/15	TE B 3
Phan, Bryant	CC	Direct Instr Support - Tutor students in the Math Learning Center	06/22/15	06/30/15	TE B 1
Plavdjian, Hripsime	CC	Direct Instr Support - Tutor students in the Math Learning Center	06/22/15	06/30/15	TE B 3

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Amin, Ibrahim	FC	Full-time Student - Assist in Admissions & Records Office	04/27/15	06/30/15	TE A 1
David, Kayla	FC	Full-time Student - Assist in Admissions & Records Office	05/04/15	06/30/15	TE A 1
Pham, Jessica	FC	Full-time Student - Assist with Honors program	04/15/15	06/30/15	TE A 1
Tice-Lecou, Kaitlyn	AC	Full-time Student - Assist in Hospitality	05/13/15	06/30/15	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 12, 2015

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
May 12, 2015

VOLUNTEER PERSONNEL WITHOUT PAY

Name	Site	Program	Begin	End
Alhosayni, Ahmad	SCE	DSS - Personal Care Attendant	04/09/2015	06/29/2015
Armstrong, Jim	CC	Physical Education - Women's Water Polo	05/13/2015	06/30/2015
Cisneros, Sugei	SCE	DSS - Personal Care Attendant	04/24/2015	06/26/2015
Diaz, Beth	CC	Physical Education - Women's Water Polo	05/13/2015	06/30/2015
Diaz, Galen	CC	Physical Education - Women's Water Polo	05/13/2015	06/30/2015
Diaz, Jessica	CC	Physical Education - Women's Water Polo	05/13/2015	06/30/2015
Gladys, Collin	CC	Physical Education - Women's Water Polo	05/13/2015	06/30/2015
Saito, Ayako	SCE	ESL Department - SHINE Program	04/29/2015	06/26/2015

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 12, 2015

SUBJECT: Board of Trustees
Assessment

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: In accordance with the accreditation standards recommended by the Accrediting Commission for Community and Junior Colleges, the Board of Trustees adopted an assessment process on August 26, 1997, which includes the distribution of an assessment instrument to all Board members and members of the District staff who regularly participate at Board meetings. The assessment instrument was last revised at the Board meeting of March 24, 2015.

The assessment instrument was distributed at the April 14, 2015, Board meeting. 28 completed instruments were submitted to the Chancellor's Office. Attached are the following documents: 1) Summary of the 7 Trustees and one Student Trustees' responses (pages 6.b.2 – 6.b.12), and 2) Summary of the 20 Resource Table and Audience responses (pages 6.b.13 – 6.b.24).

How does this relate to the five District Strategic Directions: This item relates to Strategic Direction V: The District will

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board of Trustees receive and review the 2015 Board Assessment Summaries.

Fred Williams
Recommended by

Approved for Submittal

6.b.1
Item No.

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
1.	The Board has clearly defined institutional goals with desired outcomes both short and long-term.	15	75%	Excellent	<ul style="list-style-type: none"> ■ The goals have been clearly defined and communicated broadly. ■ Long-term goals need to consider overall changing scenario of higher ed.
		5	25%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
2.	The Board's highest priority is student learning and student success.	16	80%	Excellent	<ul style="list-style-type: none"> ■ Through all Board decisions and policies it is clearly evident that students are top priority.
		4	20%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
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 look like in 10 years.	14	70%	Excellent	<ul style="list-style-type: none"> ■ I enthusiastically support the new mission, vision, and Strategic Directions that the Board has adopted. ■ The most clear plan for 10 years out appear to be in terms of facilities. It is less clear how the Strategic Plan looks that far into the future in other areas.
		5	25%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		
3b.	The Board periodically reviews the mission and vision statements.	16	80%	Excellent	
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
4.	The Chancellor's goals, as set by the Board, establish priorities that are both strategic and manageable, and provide Board direction for the administration.	11	55%	Excellent	<ul style="list-style-type: none"> ■ While the Chancellor's goals are readily available, the Board direction for administration is less clear. ■ Empowering the process administrators such as negotiation needs improvement.
		9	45%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
5.	The Board upholds a code of ethics and conflict of interest policy, and individual Board Members adhere to the code.	20	100%	Excellent	<ul style="list-style-type: none"> ■ Board Members are exemplary in their ethics and adhering to the code.
			0%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
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.	10	50%	Excellent	<ul style="list-style-type: none"> ■ The Board closely and carefully reviews the campus and District planning documents and reports. ■ Board Members request status and updates on student success.
		9	45%	Acceptable	
		1	5%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
7.	The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.	11	55%	Excellent	<ul style="list-style-type: none"> ■ The Board makes every effort to compensate employees. Long-term challenges, e.g., Unfunded Retiree Benefit, not so much. ■ Contract negotiation need to improve.
		8	40%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
8.	The Board regularly evaluates its processes to support continuous improvement.	11	55%	Excellent	■ This instrument is an example.
		7	35%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		2	10%	Unknown	
TOTALS		20	100%		
9.	Directions to staff are based on a consensus of a majority of the Board. Individual Board Members do not assume this authority.	16	80%	Excellent	
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		
10.	Board Members respect each other's opinions.	19	95%	Excellent	■ Trustee Lahtinen has gotten better.
		1	5%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
11.	Discussions are structured so that all have an opportunity to contribute to the decision.	19	95%	Excellent	■ The Board is always collegial and professional.
		1	5%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
12.	Board Members have adequate information upon which to base decisions.	15	75%	Excellent	If more information is needed, the Board will ask for additional information.
		4	20%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		
13.	The Board reaches decisions on the basis of study of all available background data and consideration of the recommendation of the Chancellor.	16	80%	Excellent	■The Board's decision relative to a Bachelor's Degree is an outstanding example.
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		
14.	The Board's delegation of administrative authority is clear to all parties.	19	95%	Excellent	
		1	5%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
15.	Board Members are punctual to and attend all meetings to conclusion.	14	70%	Excellent	■While Board Members are occasionally absent, it is generally because they are doing work on behalf of the District at other locations. ■The Board Member who resigned was not as punctual as the others.
		6	30%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
16.	The Board reviews agenda materials and is prepared for Board meetings.	20	100%	Excellent	■All Board Members are very prepared for each meeting.
			0%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
17a.	New Board Members, including student trustees, receive an orientation to rules and responsibilities and District missions and policies.	13	65%	Excellent	■I believe this happens but not aware of details. ■The orientation of new Board members is excellent and should be replicated in other areas.
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		4	20%	Unknown	
TOTALS		20	100%		
17b.	The Board Members engage in ongoing professional development.	12	60%	Excellent	■Most do. Some don't.
		6	30%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		2	10%	Unknown	
TOTALS		20	100%		
18.	The Board agendas focus on policy issues that relate to Board responsibilities.	14	70%	Excellent	
		6	30%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
19.	The Board conducts its meetings in compliance with state laws, including the Brown Act.	17	85%	Excellent	
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
20.	Agendas include legislative and state policy issues that will impact the District.	11	55%	Excellent	■ More emphasis on legislative policy issues would be welcomes.
		9	45%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
21.	Board meetings include some education or information time.	11	55%	Excellent	
		8	40%	Acceptable	
		1	5%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
22 .	Board meetings provide adequate time for discussion.	14	70%	Excellent	■ Too much time sometimes. ■ I can't imagine how anyone can say the Board meetings do not provide adequate time!
		6	30%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
23a.	Board Members are knowledgeable about community colleges and state related issues.	17	85%	Excellent	■Board members are active with CCLC, by attending appropriate conferences and by reading legislation and information to stay current.
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
23b.	Board Members are knowledgeable and take an appropriate role in the accreditation process.	13	65%	Excellent	
		6	30%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
		20	100%		
24.	The Board acts as an advocate for community colleges.	19	95%	Excellent	■The Board is outstanding in this area. ■Unsurpassed, the Board Members are very supportive of the District and colleges' events, programs, and services.
		1	5%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
25.	The Board Members are available to District employees for comments and suggestions.	14	70%	Excellent	■The Board Members are accessible.
		4	20%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		2	10%	Unknown	
TOTALS		20	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
26.	The Board shows its support for the District through members attending various events.	17	85%	Excellent	<ul style="list-style-type: none"> ■ You can always find Board members at any significant event throughout the District. Their support is undeniable. ■ Continuously attend events.
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
27.	The Board is knowledgeable about the District's history, values, strengths, and weaknesses.	17	85%	Excellent	
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.	13	65%	Excellent	
		7	35%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
29.	The board has processes in place for appropriately involving the community in relevant decisions.	9	45%	Excellent	
		10	50%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
30.	The Board helps promote the image of the District in the community.	15	75%	Excellent	
		5	25%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
31.	The Board understands the collective bargaining process and its role in the process.	11	55%	Excellent	■The Board's focus upon monetary issues to the exclusion of non-money items propagates the status quo.
		8	40%	Acceptable	
		1	5%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.	10	50%	Excellent	
		8	40%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		2	10%	Unknown	
TOTALS		20	100%		
33.	The Board gives adequate attention to the mission and goals of the District.	14	70%	Excellent	
		6	30%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		20	100%		

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
34.	The Board has a procedure for annual evaluations of the Chancellor.	17	85%	Excellent	
		2	10%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
TOTALS		20	100%		
35.	The Board demonstrates a good understanding of collegial consultation and related processes.	16	80%	Excellent	
		3	15%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	5%	Unknown	
		20	100%		
36.	In general, what rating does the Board as a whole deserve?	14	70%	Excellent	<ul style="list-style-type: none"> ■ Excellent Board. ■ While the Board can improve, the desire of the Board to serve students and the community is clear.
		6	30%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
		20	100%		

General Comments/Suggestions:

■ Our Board consistently acts with integrity and always has the best interests of students and our community in mind as they conduct their work. We have an effective, outstanding Board of Trustees.

■ We have an excellent Board.

■ After working at four community colleges, I think this Board finds the right balance of setting policy and letting the Chancellor and staff best carry out those policies.

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning program”.

- 4
- 3.5
- 4
- 3
- 3
- 4 - The Board does an effective job of establishing such priorities.
- 3.5
- 4
- 4
- 4

Overall rating for “The Board acts as a whole”.

- 4
- Our Board works well with each other and there is mutual respect between them.
- 4
- 4
- 4
- 4
- 4 - The Board does an effective job of acting in the public’s best interest.
- 4
- 4
- 4
- 4

Overall rating for “Board meetings run effectively”.

- 3.5
- 4
- 4
- 3
- 3
- 4 - The Board runs its meetings both efficiently and effectively.
- 4
- 4
- 4
- 3

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 10 Resource Table Personnel; 10 Audience Members

(All percentages rounded to nearest whole number.)

Overall rating for “Board Members are actively knowledgeable about and engaged in the District and community”.

•4

•3.5

•4

•3

•4

•4 - The Board is very knowledgeable and I appreciate the fact that I see several of them at events promoting the District throughout the community.

•4

•4

•3

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
1.	The Board has clearly defined institutional goals with desired outcomes both short and long-term.	3	38%	Excellent	<ul style="list-style-type: none"> ■ We need to review these a couple of times a year. ■ I still feel that we need to focus more on outcomes and evidence that supports outcomes particularly in the area of student success and closing the achievement gap. ■ Should these goals be more specific? ■ The Board does the first part. The objectives (outcomes) are defined in the specific Strategic Plans by the colleges and SCE.
		5	63%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
2.	The Board's highest priority is student learning and student success.	6	75%	Excellent	<ul style="list-style-type: none"> ■ Like how this is continuously reenforced. ■ I hope we have made that clear!
		2	25%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
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 look like in 10 years.	7	88%	Excellent	<ul style="list-style-type: none"> ■ As we work with the new Chancellor, we need to have a significant discussion about establishing specific priorities and our expectations for what actions and results we expect to see in the upcoming year. ■ Should we look at more reports about the climate of the community? ■ With the revision of our mission, vision, and values statements, we have clarified our intent and direction.
			0%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
3b.	The Board periodically reviews the mission and vision statements.	7	88%	Excellent	<ul style="list-style-type: none"> ■ We just did this. ■ Added to mission 1.3 - that this "is evaluated and revised every 3 years" should keep us on track.
			0%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
4.	The Chancellor's goals, as set by the Board, establish priorities that are both strategic and manageable, and provide Board direction for the administration.	2	25%	Excellent	<ul style="list-style-type: none"> ■ Often we ask too much of the Chancellor. ■ With a new Chancellor, we will need to review past goals and directions and through consensus arrive at a few concise goals and directions.
		5	63%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
5.	The Board upholds a code of ethics and conflict of interest policy, and individual Board Members adhere to the code.	7	88%	Excellent	
		1	13%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
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.	2	25%	Excellent	<ul style="list-style-type: none"> ■ Would still like to see a bit more of this - a wider variety. ■ Presentations should be integrated with other planning. ■ Having a coordinated effort on institutional research is imperative, along with an analysis of "What does this tell us?" component. Also, "What steps will be taken to make a difference?"
		4	50%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		8	100%		
7.	The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.	4	50%	Excellent	<ul style="list-style-type: none"> ■ This requires bringing the financial and educational pieces closer together..we are working toward it.
		4	50%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
8.	The Board regularly evaluates its processes to support continuous improvement.	4	50%	Excellent	<ul style="list-style-type: none"> ■ This exemplifies this. We also need to evaluate the evaluation. ■ I think we need to work on using the data from the Board self-evaluation for discussing and setting goals for improving as a Board. ■ <u>This</u> is it!
		2	25%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		8	100%		
9.	Directions to staff are based on a consensus of a majority of the Board. Individual Board Members do not assume this authority.	6	75%	Excellent	<ul style="list-style-type: none"> ■ Most of the time.
		2	25%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
10.	Board Members respect each other's opinions.	8	100%	Excellent	<ul style="list-style-type: none"> ■ We work well together and have for the last 7 years - with new Board Member, some shift will be in ??
			0%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
11.	Discussions are structured so that all have an opportunity to contribute to the decision.	5	63%	Excellent	
		3	38%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
12.	Board Members have adequate information upon which to base decisions.	4	50%	Excellent	■ it is helpful that Board Members can raise questions on agenda items for further information and clarification prior to regular Board meetings.
		4	50%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
13.	The Board reaches decisions on the basis of study of all available background data and consideration of the recommendation of the Chancellor.	2	25%	Excellent	■ it is helpful that Board Members can raise questions on agenda items for further information and clarification prior to regular Board meetings.
		3	38%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		7	88%		
14.	The Board's delegation of administrative authority is clear to all parties.	2	25%	Excellent	■ We have had a Chancellor who picked up on Board concerns and delegated follow-up responsibility to appropriate staff. *1 = No Response
		5	63%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		7	88%		
15.	Board Members are punctual to and attend all meetings to conclusion.	6	75%	Excellent	
		2	25%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
	TOTALS	8	100%		
16.	The Board reviews agenda materials and is prepared for Board meetings.	6	75%	Excellent	<ul style="list-style-type: none"> ■ Clear that people come prepared. ■ We are very conscientious in this regard.
		2	25%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
	TOTALS	8	100%		
17a.	New Board Members, including student trustees, receive an orientation to rules and responsibilities and District missions and policies.	7	88%	Excellent	<ul style="list-style-type: none"> ■ Ask the new Member about this. ■ Orientation is well in place. All Board Members should be committed to life-long learning.
		1	13%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
	TOTALS	8	100%		
17b.	The Board Members engage in ongoing professional development.	2	25%	Excellent	<ul style="list-style-type: none"> ■ Many have received trustee certificates and several are presenters. ■ Not sure if everyone does this.
		6	75%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
	TOTALS	8	100%		
18.	The Board agendas focus on policy issues that relate to Board responsibilities.	4	50%	Excellent	<ul style="list-style-type: none"> ■ I appreciate how each decision states how it related to Board policies. ■ Probably 25%. Most are required approvals and perfunctory.
		4	50%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
	TOTALS	8	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
19.	The Board conducts its meetings in compliance with state laws, including the Brown Act.	8	100%	Excellent	
			0%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
20.	Agendas include legislative and state policy issues that will impact the District.	3	38%	Excellent	<ul style="list-style-type: none"> ■ I am very pleased that our Interim Chancellor is focusing more on engaging the Board in legislative and state policy issues and we need to encourage the new Chancellor to do the same. ■ Not sure if more state-related policies should be incorporated in the agendas. ■ We could probably do more, but because we work collaoratiely with other districts in order to speak with a unified voice, we tend not to act unilaterally. New directions, however, are most move focused.
		4	50%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
21.	Board meetings include some education or information time.	4	50%	Excellent	<ul style="list-style-type: none"> ■ The rotation of SCE, FC, and CC presenting a specific program is good. I think there are short ideas on governance, new ideas from community colleges in the U.S. that we might wish to use.
		3	38%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		8	100%		
22 .	Board meetings provide adequate time for discussion.	5	63%	Excellent	<ul style="list-style-type: none"> ■ Not sure if more time should be delegated.
		2	25%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
23a.	Board Members are knowledgeable about community colleges and state related issues.		0%	Excellent	<ul style="list-style-type: none"> ■ We are fortunate to have well-informed Members. ■ Board Members, by virtue of leadership roles beyond the District, provide valuable insight and information.
		5	63%	Acceptable	
		3	38%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
23b.	Board Members are knowledgeable and take an appropriate role in the accreditation process.	3	38%	Excellent	
		4	50%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		8	100%		
24.	The Board acts as an advocate for community colleges.	5	63%	Excellent	
		3	38%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
25.	The Board Members are available to District employees for comments and suggestions.	4	50%	Excellent	<ul style="list-style-type: none"> ■ Coffee with Chancellor and Trustees takes place more in the mornings.
		1	13%	Acceptable	
		2	25%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		8	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
26.	The Board shows its support for the District through members attending various events.	4	50%	Excellent	<ul style="list-style-type: none"> ■ We hold "Coffees" with the Chancellor and we hold Strategic Conversations.
		3	38%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		9	113%		
27.	The Board is knowledgeable about the District's history, values, strengths, and weaknesses.	4	50%	Excellent	<ul style="list-style-type: none"> ■ We have some long-standing Members with good institutional history. ■ Board has a lot of institutional wisdom.
		4	50%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.	2	25%	Excellent	<ul style="list-style-type: none"> ■ Need to have a discussion with the Academic Senate regarding faculty diversity. ■ Our diverse community is more diverse than we realize.
		4	50%	Acceptable	
		2	25%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
29.	The board has processes in place for appropriately involving the community in relevant decisions.	4	50%	Excellent	<ul style="list-style-type: none"> ■ For example: forums regarding Measure J. ■ Survey the community and their needs. ■ With the passage of Measure J and the community forums, we are doing a better job. We need to continue our open forums. One suggestion was a joint meeting with the FHS Board of Trustees and our Board - along with their new Superintendent and our new Chancellor.
		2	25%	Acceptable	
		2	25%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		

REVISED BOARD ASSESSMENT SUMMARY

April 2015

Respondents: 7 Trustees; 1 Student Trustee

(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
30.	The Board helps promote the image of the District in the community.	4	50%	Excellent	<ul style="list-style-type: none"> ■ Hired PR person a while back and college has a PR person. ■ Not sure how present/active the Board is outside ths District.
		2	25%	Acceptable	
		1	13%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		8	100%		
31.	The Board understands the collective bargaining process and its role in the process.	3	38%	Excellent	<ul style="list-style-type: none"> ■ I think we're getting better.
		5	63%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.	2	25%	Excellent	<ul style="list-style-type: none"> ■ One can always be better informed regarding the ever-changing budget world. ■ The budget narrative can provide a clearer sense of priorities, balancing education and technology with Finance & Facilities.
		6	75%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
TOTALS		8	100%		
33.	The Board gives adequate attention to the mission and goals of the District.	5	63%	Excellent	<ul style="list-style-type: none"> ■ We are reminded of them regularly since they are printed at the front of each agenda.
		3	38%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		9	113%		

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

Respondents: 7 Trustees; 1 Student Trustee
(All percentages rounded to nearest whole number.)

Questions		N	%	Rating Scale	Comments
34.	The Board has a procedure for annual evaluations of the Chancellor.	6	75%	Excellent	■With the hiring of a new Chancellor we will need to re-establish our time frame.
		1	13%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
		1	13%	Unknown	
TOTALS		8	100%		
35.	The Board demonstrates a good understanding of collegial consultation and related processes.	4	50%	Excellent	■The new values statement, <u>Respect</u> , 3.6, says it so clearly. We truly value its importance.
		4	50%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
		8	100%		
36.	In general, what rating does the Board as a whole deserve?	5	63%	Excellent	
		3	37%	Acceptable	
			0%	Needs Improvement	
			0%	Unsatisfactory	
			0%	Unknown	
		8	100%		

General Comments/Suggestions:

■It is a pleasure to serve NOCCCD. It is a pleasure to be part of the Board.

Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning program”.

- 3+
- 3
- 3 - The Board has met this task. However, we should strive to do more.

**REVISED
BOARD ASSESSMENT SUMMARY**

April 2015

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(All percentages rounded to nearest whole number.)

Overall rating for “The Board acts as a whole”.

•Overall good. I believe we understand our roles.

•3

•We are exceptionally lucky to have a group of individuals who are committed to the success of our community colleges, respect each other's opinions, encourage vigorous discussion, understand our role as a policy Board, and our ability to work together.

•4 - This is a very unified and professional Board.

Overall rating for “Board meetings run effectively”.

•3

•4

•2 - Not sure if there needs to be more dialogue at the meetings.

Overall rating for “Board Members are actively knowledgeable about and engaged in the District and community”.

•Overall good 3+

•3 - The Board can always improve. Appreciate how knowledgeable and dedicated they are to serve this District.