



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

MEETING: Meeting in October 2015
DATE: Tuesday, October 27, 2015, at 5:30 p.m.
PLACE: Anaheim Campus Board Room
 1830 W. Romneya Drive, Anaheim, CA 92801

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

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

AGENDA:

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

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

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

- f. **Reports:**
 - Chancellor**
 - * **Retiree Recognition**
 - College Presidents/Provost**
- g. **Comments:**
 - Resource Table Personnel**
 - Members of the Board of Trustees**

2. a. **Approval of Minutes of the Regular Meeting of October 13, 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 Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

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

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENTS: Chancellor and Fullerton College President

Per Section 94956.9(a): CONFERENCE WITH LEGAL COUNSEL: Liability Claim

Claimant: Anissa Villagomez
Agency Claimed Against: NOCCCD

Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATOR:

Property: 416 E. Chapman, Fullerton, CA
Negotiating Party: Brian Fahnestock, Interim Vice Chancellor, Finance & Facilities
Under Negotiation: Terms and Conditions of Purchase

3. **PUBLIC HEARING**

- a. It is recommended that the Board receive comments from the public on the initial reopener proposals submitted by United Faculty (CCA/CTA/NEA).
- b. It is recommended that the Board receive comments from the public on the initial reopener proposals submitted by the District to United Faculty (CCA/CTA/NEA) and after providing the public with the opportunity to comment, adopt the District's initial proposal.

4. **FINANCE & FACILITIES**

- [a] Authorization is requested to enter into an agreement with R²A Architecture to provide design development, construction documents, DSA submittal and plan approval, bid support, construction support, and close-out services for the build out of the 7th and 10th floors of the Anaheim Campus.
- [b] Authorization is requested to receive additional revenue within the Capital Outlay Fund for Prop 39 projects and adopt a resolution to adjust budgets and authorize expenditures within the Capital Outlay Fund, pursuant to the California Code of Regulations Title 5, §58308. **(The Resolution is available for review in the District's Business Office.)**

- [c] It is recommended that the Board adopt Resolution No. 15/16-06, to Solicit Proposals from Qualified Vendors to Perform Recommended Service and Maintenance of the Co-Generation Plant Engine at Cypress College Without Competitive Bids. **(The Resolution is available for review in the District's Business Office.)**

5. INSTRUCTIONAL RESOURCES

- a. It is recommended that the Board receive as information the *North Orange County Community College District 2015 Progress Report on the District-wide Strategic Plan 2014-2017*.
- [b] Authorization is requested for the STEM Special Projects Director and three (3) Student Presenters to attend the SACNAS National Conference in Washington, DC from October 28, 2015 to November 1, 2015.

6. HUMAN RESOURCES

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

Retirement
 Payment for Independent Learning Contracts
 Temporary Academic Hourly

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

Retirement
 New Personnel
 Promotion
 Voluntary Changes in Assignment
 Leaves of Absence
 Stipend for Additional Duties

- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.
- f. Authorization is requested to enter into an agreement with American Fidelity Assurance Company to provide administration of the Section 125 Plan for benefit eligible employees, as part of the District Health and Welfare Benefits Plan. Authorization is further for the Vice Chancellor of Human Resources to execute the agreement on behalf of the District.

7. GENERAL

- a. It is recommended that the Board authorize the use of all-mail ballots for the February 9, 2016 special election to fill the vacancy in Trustee Area 3, in accordance with Elections Code section 4004.
- b. It is recommended that the Board honor the contributions of past and present members of the Armed Forces in the state of California and in the North Orange Community College District and declares the week of November 9-13, 2015, be observed as Veteran's Appreciation Week.

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
DATE: October 27, 2015
SUBJECT: United Faculty Proposal for a Successor Agreement to the United Faculty (CCA/CTA/NEA) Contract

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: The collective bargaining agreement between United Faculty (CCA/CTA/NEA) and the District will expire June 30, 2016. The initial proposal for a successor agreement is submitted by United Faculty.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive comments from the public on the attached initial proposal for a successor agreement between United Faculty (CCA/CTA/NEA) and the District as submitted by United Faculty.

Irma Ramos

Recommended by

Approved for Submittal

3.a.1

Item No.

To: Irma Ramos
Vice Chancellor, Human Resources

From: Barbara Marshall *BM*
United Faculty Chief Negotiator

Date: Oct. 2, 2015

Re: Successor Agreement Negotiations

For the Successor Agreement to the faculty contract, United Faculty submits the following articles for negotiation:

Salary and Benefits for 2016/2017

Article 5 - Instructor Workload

Increasing the laboratory teaching unit rate from .75 to one (1) lecture teaching unit

Article 7 - Librarian Workload

Article 8 - Overload

Language clarification

Article 11 - Class Size/Multiple Sections

Process clarification

Article 13 - Leaves

Use of sick leave for Paternity and Adoption Leave

Other

In addition to the items above, some articles require minor language clarification. United Faculty reserves the right to include additional proposals during negotiations for the successor agreement.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	October 27, 2015	Resolution	_____
SUBJECT:	District's Proposal for a Successor Agreement to the United Faculty (CCA/CTA/NEA) Contract	Information	_____
		Enclosure(s)	<u>X</u>

BACKGROUND: The collective bargaining agreement between United Faculty (CCA/CTA/NEA) and the District will expire June 30, 2016. The initial proposal for a successor agreement is submitted by District.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive comments from the public on the attached initial proposal for a successor agreement between the District and United Faculty (CCA/CTA/NEA) as submitted by the District. It is further recommended that after providing the public with the opportunity to comment, the Board adopt the District's initial proposal.

Irma Ramos

Recommended by

Approved for Submittal

3.b.1

Item No.

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

INTRADISTRICT CORRESPONDENCE

To: Barbara Marshall, United Faculty Chief Negotiator

From: Irma Ramos, Vice Chancellor, Human Resources *IR Ramos*

Date: October 2, 2015

Subject: Successor Agreement Negotiations

The current agreement between United Faculty and the District will expire June 30, 2016. In accordance with the requirements of Article 1, Section 1.3.3 of the collective bargaining agreement, this will serve as notice of the District's intent to negotiate a successor agreement. With respect thereto, the following is a summary of the articles the District proposes to negotiate:

Academic Calendar

Negotiate the academic calendar for the 2017-18 academic year

Article 5 – Instructor Workload

Incorporate language for online load

Article 11 – Class Size/Multiple Sections

Modify language for minimum class size

Article 12 – Class Cancellation

Modify language for minimum class size

Article 17 – Evaluation of Probationary (Contract) Tenure-Track Unit Members (Tenure Review)

Incorporate evaluation language for online instruction

Article 18 – Evaluation of Tenured Unit Members (Peer Review)

Incorporate evaluation language for online instruction

Article 20 – Salary Provisions

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

Article 22 – Distance Education

Incorporate language for online instruction

Article 23 – Load Banking

Incorporate language for load bank leave to include campus obligations

Incorporate language for load bank leave in conjunction with online assignments

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	
DATE:	October 27, 2015	Information	
		Enclosure(s)	
SUBJECT:	Agreement with R ² A Architecture for Design and Construction Services for the Storage Area at the Anaheim Campus		

BACKGROUND: On August 26, 2014, the Board authorized an agreement with R²A Architecture (R²A) for programming and preliminary plan design services for the 1st, 7th, and 10th floors, and the warehouse areas at the Anaheim Campus. Staff is now ready to proceed and has requested R²A to provide a proposal for architectural and engineering services including: design development, construction documents, DSA submittal and plan approval, bid support, construction support, and close out. R²A proposes to provide the necessary services for a fee not to exceed \$258,639 plus reimbursables not to exceed \$10,000. The proposed fee is broken down as follows:

Architectural	\$136,131
Structural Engineering	12,760
Mechanical, Electrical, Plumbing and Technology Engineering	66,550
Fire Suppression Design	\$9,398
Construction Management	8,800
Furniture, Fixtures, and Equipment (FF&E) Required Services	<u>25,000</u>
Total Fees	<u>\$258,639</u>

It is, therefore, requested to enter into an agreement with R²A to provide design development, construction documents, DSA submittal and plan approval, bid support, construction support, and close-out services for the design and build out of the 7th and 10th floors of the Anaheim Campus. The term of the agreement shall commence on November 2, 2015, and terminate on December 30, 2016. This agenda item was submitted by Richard Williams, District Director, Facilities Planning & Construction.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The architectural and engineering fees in the amount not to exceed \$258,639 plus reimbursables not to exceed \$10,000 will be charged to the Capital Outlay Fund.

RECOMMENDATION: Authorization is requested to enter into an agreement with R²A Architecture to provide design development, construction documents, DSA submittal and plan approval, bid support, construction support, and close-out services for the build out of the 7th and 10th floors of the Anaheim Campus for a fee not to exceed \$258,639 plus reimbursables not to exceed \$10,000. The term of the agreement shall commence on November 2, 2015, and terminate on December 30, 2016. Authorization is further requested for the Interim Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Brian Fahnestock
Recommended by

Approved for Submittal

4.a.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action	X
Resolution	X
Information	
Enclosure(s)	X

DATE: October 27, 2015

SUBJECT: Proposition 39 Funding

BACKGROUND: On June 29, 2014, the District was notified that it had been allocated \$1,028,932 in Proposition 39 funds to complete two projects within the District based on submitted applications.

Campus	Project	Projected Cost	Prop 39 Savings kWh/yr	Demand Savings (kW)
FC	Parking Garage Lighting	\$ 729,408	285,127	25.1
CC	North Campus Thermal Energy Storage	6,530,663	448,346	1077.0
Total		\$ 7,260,071	733,473	1102.1

Allocations:

	<u>Fullerton College</u>	<u>Cypress College</u>
Estimated project cost	\$ 729,408	\$ 6,530,663
Proposition 39 Funds	\$ 514,466	\$ 514,466 (Year 3 allocation)
Utility incentives	\$ 43,405	\$ 720,416
District Match	\$ 171,537	\$ 0
Scheduled Maintenance	\$ 0	\$ 5,295,781

As a condition for funding, each of these projects must be completed by June 30, 2016. Once completed, it is estimated that in the first year, the District would save a total of \$192,430 in electricity savings and another \$130,613 in maintenance savings, for a total savings of \$323,043.

The District has also applied for and is expecting to receive \$500,000 of Prop 39 Year 4 monies to use towards the Cypress College North Campus Thermal Energy Storage. However, this amount was not reflected as a funding source as the District has yet to receive confirmation as to when funds would be received. For the District match of \$5,467,318, staff will use a portion of the Capital Outlay Contingency and Scheduled Maintenance funds. Following is a short description of each of the projects:

FC Parking Garage Lighting: Retrofit 32 watt T-8 fixtures in Parking Garage with 18 watt LED lights.

CC North Campus Thermal Energy Storage: This is an 18-month project which will combine scheduled maintenance projects with major improvements to the HVAC system by adding the Thermal Energy Storage (TES) and connect the entire campus chiller plant. The \$5,295,781 of scheduled maintenance funding replaces four chillers and a cooling tower that has exceeded their life-cycle and has been on the scheduled maintenance plan. The

utility incentive will fund a majority of the TES. The Proposition 39 funding of \$514,466 will enhance the budget to accomplish the energy savings task. Should Proposition 39 Year 4 funding be approved, scheduled maintenance funding will be reallocated to another project.

The results of this project will be an energy consumption reduced by 60% with an annual savings of \$400,000 per year. The savings to investment ratio is 1.6 according to the California Public Utilities Commission.

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

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: \$1,028,932 is coming from State Proposition 39 Funds, and another \$763,821 is coming from utility incentives. The balance of \$5,467,318 will come from the Capital Outlay Contingency and Scheduled Maintenance Funds.

RECOMMENDATION: Authorization is requested to receive additional revenue within the Capital Outlay Fund in the amount of \$763,821 for Prop 39 projects. It is further requested that a resolution be adopted to adjust budgets and authorize expenditures within the Capital Outlay Fund, pursuant to the California Code of Regulations Title 5, §58308. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Facilities Planning & Construction, to execute any agreements and related documents on behalf of the District.

Brian Fahnestock
Recommended by

Approved for Submittal

4.b.2
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 establish budgets from funding sources within the Capital Outlay Fund, for fiscal year 2015-2016, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8890	Other Local Revenue	763,821
	TOTALS	\$ <u>763,821</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
6000	Capital Outlay	763,821
	TOTALS	\$ <u>763,821</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF ORANGE)

I, Brian Fahnestock, 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 October 27, 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

Prop 39 Funding

Budget Augmentation July 1, 2015 – June 30, 2016

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>	<u>CURRENT BUDGET</u>	<u>REVISED BUDGET</u>	<u>VARIANCE</u>
CYPRESS COLLEGE				
60000 Capital Outlay				
Capital Outlay	41942 1340 60000 7100	\$ 2,306,324	\$ 3,026,740	\$ 720,416
Total Expenses		\$ 2,306,324	\$ 3,026,740	\$ 720,416
80000 Revenue				
Scheduled Maintenance & Repair	41942 1340 86510 7100	\$ 1,791,858	\$ 1,791,858	\$ -
Other State Revenues	41942 1340 86900 7100	514,466	514,466	-
Miscellaneous Income	41942 1340 88970 7100	-	720,416	720,416
Total Revenue		\$ 2,306,324	\$ 3,026,740	\$ 720,416
FULLERTON COLLEGE				
60000 Capital Outlay				
Capital Outlay	44516 1340 60000 7100	\$ 514,466	\$ 557,871	\$ 43,405
Total Expenses		\$ 514,466	\$ 557,871	\$ 43,405
80000 Revenue				
Other State Revenues	44516 1340 86900 7100	\$ 514,466	\$ 514,466	\$ -
Miscellaneous Income	44516 1340 88970 7100	-	43,405	43,405
Total Revenue		\$ 514,466	\$ 557,871	\$ 43,405

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: October 27, 2015

SUBJECT: Resolution No. 15/16-06 to Solicit Proposals from Qualified Vendors to Perform Recommended Service and Maintenance of the Co-Generation Plant Engine at Cypress College Without Competitive Bids

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

BACKGROUND: The District needs to perform service and maintenance, also known as “top end” and “bottom end” service on the co-generation plant engine at Cypress College. The co-generation plant’s manufacturer recommends “top end” service to be performed on the engine every 20,000 hours of operation and “bottom end” service to be performed every 40,000 hours of operation. The co-generation engine has approximately 39,000 hours of operation or run time and needs both “top end” and “bottom end” service to properly maintain the performance of the co-generation plant engine. However, due to the technical nature of the service and maintenance recommended by the manufacturer, only a limited number of vendors are qualified and/or certified to perform this work, and that it would work an incongruity and not produce any advantage to the District to competitively bid the work for the following reasons:

- a. It would be too difficult and time consuming to prepare specifications and other bid documents to provide enough information to bidders who are not familiar with the engine to avoid incompatibility and potentially voiding any warranties related to the equipment.
- b. Even if the District could prepare documents to competitively bid the work, it would not produce any advantage to the District because only a few vendors are qualified and/or certified to perform the required work. The District intends to seek competitive proposals from several qualified/ certified vendors.
- c. Competitively bidding the work would cause delays and the financial impact to Cypress College for every month the engine is not running is approximately \$55,000 per month.

For the above reasons, it is recommended that the Board adopt a resolution to solicit proposals from at least two vendors qualified to perform the required service and maintenance of the co-generation plant engine at Cypress College without competitive bids, as well as delegate authority to the Vice Chancellor, Finance & Facilities, or his designee, to execute and deliver any and all documents which he may deem necessary or advisable in order to execute this transaction and otherwise carry out, give effect to, and comply with the terms and intent of said resolution. This agenda item was submitted by Karen Cant, Vice President, Administrative Services.

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: There is no financial impact.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 15/16-06, to Solicit Proposals from Qualified Vendors to Perform Recommended Service and Maintenance of the Co-Generation Plant Engine at Cypress College Without Competitive Bids.

Brian Fahnestock
Recommended by

Approved for Submittal

4.c.2
Item No.

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



**RESOLUTION NO. 15/16-06, TO SOLICIT PROPOSALS FROM QUALIFIED VENDORS
TO PERFORM RECOMMENDED SERVICE AND MAINTENANCE OF THE CO-
GENERATION PLANT ENGINE AT CYPRESS COLLEGE WITHOUT COMPETITIVE
BIDS**

WHEREAS, the North Orange County Community College District (“District”) has determined it is necessary to perform service and maintenance (also known as “top end” and “bottom end” service) of the co-generation plant engine at Cypress College;

WHEREAS, the co-generation plant’s manufacturer recommends “top end” service be performed on the engine every 20,000 hours of operation and “bottom end” service be performed every 40,000 hours of operation;

WHEREAS, the co-generation engine has approximately 39,000 hours of operation or run time and needs both “top end” and “bottom end” service to properly maintain the performance of the co-generation plant engine;

WHEREAS, due to the technical nature of the service and maintenance recommended by the manufacturer, only a limited number of vendors are qualified and/or certified to perform this work, and that it would work an incongruity and not produce any advantage to the District to competitively bid the work for the following reasons:

- a. It would be too difficult and time consuming to prepare specifications and other bid documents to provide enough information to bidders who are not familiar with the engine to avoid incompatibility and potentially voiding any warranties related to the equipment.
- b. Even if the District could prepare documents to competitively bid the work, it would not produce any advantage to the District because only a few vendors are qualified and/or certified to perform the required work. The District intends to seek competitive proposals from several qualified/ certified vendors.
- c. Competitively bidding the work would cause delays and the financial impact to Cypress College for every month the engine is not running is approximately \$55,000 per month.

WHEREAS, based on the above, the District’s Board has determined that it would work an incongruity and not produce any advantage to competitively bid the required service and maintenance of the co-generation plant engine; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the District Board hereby finds, determines, declares and resolves as follows:

Section 1. All of the recitals set forth above are true and correct and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the required service and maintenance of the co-generation plant engine.

Section 3. That the District approves the issuance of a request for proposals from at least two vendors who are qualified/ certified to perform the require work on the engine and co-generation plant without competitively bidding such work.

Section 4. The Board hereby delegates authority to the Chancellor or his designee to execute and deliver any and all documents which he or she may deem necessary or advisable in order to execute this transaction and otherwise carry out, give effect to and comply with the terms and intent of this Resolution.

Section 5. This Resolution shall be effective as of the date of its adoption.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 27th day of October, 2015, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, M. Tony Ontiveros, President of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board
North Orange County Community College District

I, Molly McClanahan, Clerk of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 27th day of October, 2015, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the North Orange County Community College District Governing Board this 27th day of October, 2015.

Clerk of the Board
North Orange County Community College District

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	October 27, 2015	Information	X
		Enclosure(s)	X
SUBJECT:	NOCCCD 2015 Progress Report on the District-wide Strategic Plan 2014-2017		

BACKGROUND: The *North Orange County Community College District-wide Strategic Plan 2014-17* is the District's short-term plan. The plan identifies the specific actions that NOCCCD intends to take in order to achieve the District Strategic Directions identified in the *North Orange County Community College District 2011 Comprehensive Master Plan*.

Yearly progress on the *Strategic Plan's* District Objectives are documented in an annual *Progress Report*. The *Progress Report* accomplishes three planning tasks: consolidates information about the tasks that have been completed by all NOCCCD entities, analyzes those outcomes in terms of their effectiveness in moving NOCCCD toward achievement of the District Strategic Directions, and edits or augments Action Plans for the coming year as needed based on the outcomes of the current year's work. The *NOCCCD 2015 Progress Report on the District-wide Strategic Plan 2014-2017* is now presented to the Board of Trustees for information. This item was prepared by Dr. W. Cherry Li-Bugg, Vice Chancellor of Educational Services and Technology.

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

How does this relate to Board Policy: This item responds to BP 3250: Institutional Planning.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable

RECOMMENDATION: It is recommended that the Board receive as information the *North Orange County Community College District 2015 Progress Report on the District-wide Strategic Plan 2014-2017*.

W. Cherry Li-Bugg

Recommended by

Approved for Submittal

5.a

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: October 27, 2015 Information _____
Enclosure(s) _____
SUBJECT: Cypress College
Science Engineering & Mathematics Dept.
Out-of-State Conference

BACKGROUND Every year, The Society for Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS) National Conference motivates, inspires and engages participants to achieve their highest goals in pursuing education and careers in STEM fields. Three (3) students in the Cypress College STEM program applied for the 2015 National SACNAS Conference and were chosen to attend as presenters. The conference is held in Washington DC from October 28, 2015 to November 1, 2015. Conference programming is specifically tailored to support undergraduate and graduate students, postdoctoral researchers, and career professionals at each transition stage of their career as they move towards positions of science leadership. SACNAS is a society of scientists dedicated to fostering the success of Chicano/Hispanic and Native American scientists—from college students to professionals—to attain advanced degrees, careers, and positions of leadership in science. This field trip is under the direction of Yanet Garcia, Special Projects Director for the STEM Program. This item was prepared by Richard Fee, Dean of Science Engineering & Mathematics.

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. Summer research experiences enhance transfer success and degree completion. And, District Strategic Direction #2: The District will annually make progress toward eliminating the documented achievement gap among race/ethnicity groups. Our STEM Program serves primarily underrepresented, low-income, and first-generation students.

How does this relate to Board Policy: This item is in compliance with Board Policy/Administrative Procedure 4300, Field Trips and Excursions.

FUNDING SOURCE AND FINANCIAL IMPACT: Two (2) of the students received a travel scholarship and will have all of their expenses compensated. The field trip fee for one (1) student will cost \$2,293.36 and for the STEM Special Projects Director will cost \$2,413.36. The fee includes conference registration, airfare, lodging, ground travel, and meals. The total field trip cost of \$4,706.72 will be funded by Cypress College Carryover Funds.

RECOMMENDATION: Authorization is requested for the STEM Special Projects Director and three (3) Student Presenters to attend the SACNAS National Conference in Washington DC from October 28, 2015 to November 1, 2015. The field trip fee of \$4,706.72, which includes conference registration, airfare, lodging, ground travel, and meals for one student and the STEM Special Projects Director, will be paid for through Cypress College Carryover Funds.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 27, 2015 Resolution _____
SUBJECT: Academic Personnel Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.a.1

Item No.

RETIREMENTS

Daniels, Joan	CC	English Instructor Eff. 05/29/2016 PN CCF955
DeLeon, Sharon	FC	Early Childhood Education Instructor Eff. 06/30/2016 PN FCF930

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS-2015 FALL SEMESTER

Floyd, Becky	CC	\$ 10.00
Goralski, Craig	CC	\$ 50.00
Grande, Jolena	CC	\$ 20.00
Martinez, Randy	CC	\$ 10.00
Medina-Bernstein, Denise	CC	\$ 20.00
Mosqueda-Ponce, Therese	CC	\$ 15.00
Paient, Paul	CC	\$ 10.00
Patti, Joyce	CC	\$ 60.00
Pinkham, Bill	CC	\$130.00
Plett, Christina	CC	\$ 5.00
Ramos, Jaime	CC	\$ 40.00
Reiland, Kathleen	CC	\$ 35.00
Schulps, Molly	CC	\$ 10.00
Takahashi, Mariye	CC	\$ 35.00

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2015 FALL SEMESTER, TRIMESTER

Diaz, Martha	CC	Column 1, Step 1
Jepsen, Mandy	SCE	Column 2, Step 1
Saldana, Denise	CC	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Garcia, Jacqueline	CC	Column 1, Step 1
Miranda, Rousana	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Diaz, Martha	CC	Column 1, Step 1
Gipson, Juliet	SCE	Column 2, Step 1
Jepsen, Mandy	SCE	Column 2, Step 1

Academic Personnel
October 27, 2015

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Charleston, Giovanna	CC	Dental Accreditation Visit Stipend not to exceed \$115.00 Eff. 09/30/2015
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 27, 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

6.b.1

Item No.

Classified Personnel
October 27, 2015

RETIREMENTS

Ault, Marilyn	SCE	Administrative Assistant II 12-month position (100%) Eff. 12/30/2015 PN SCC994
Coykendall, Kathleen	FC	Bookstore Assistant 12-month position (100%) Eff. 12/31/2015 PN FCC947

NEW PERSONNEL

Gonzalez, Adela	AC	Human Resources Specialist 12-month position (100%) Range 24C, Step F Confidential Salary Schedule Eff. 11/09/2015 PN DEN998
Montagne, Lisa	FC	Special Project Manager/Distance Education Temporary Management Position (100%) Range 2, Special Project Admin Daily Rate Schedule Eff. 11/02/2015 – 06/30/2016 PN FCT975
Pham, Chinh	CC	Director, Financial Aid 12-month position (100%) Range 20, Column A Management Salary Schedule Eff. 11/02/2015 PN CCM980
Tran, Luu	CC	Special Project Coordinator/Assessment & Orientation Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 11/02/2015 – 06/30/2016 PN CCT981

PROMOTIONS

Nguyen, Jeanne AC Administrative Assistant I
12-month position (100%)
PN DEC985

To: AC Human Resources Specialist
12-month position (100%)
Range 24C, Step A
Confidential Salary Schedule
Eff. 01/04/2016
PN DEN999

Salinas, Janelle SCE Instructional Assistant
11-month position (100%)
PN SCC973

To: CC Tutorial Services Coordinator
11-month position (100%)
Range 40, Step C
Classified Salary Schedule
Eff. 11/09/2015
PN CCC726

VOLUNTARY CHANGES IN ASSIGNMENT

Apuntar, Regina SCE Clerical Assistant I (100%)

Temporary Change in Assignment
To: SCE Administrative Assistant II
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 10/19/2015 – 11/30/2015

Gonzales, Daniel AC Facilities Custodian I (100%)

Permanent Lateral Transfer
To: CC Facilities Custodian I
12-month position (100%)
Eff. 11/09/2015
PN CCC925

LEAVES OF ABSENCE

Myers, Jill	SCE	Instructional Assistant (100%) Family Medical Leave (FMLA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/07/2015 -- 10/23/2015 (Consecutive)
Perez, Olivia	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/19/2015 -- 01/04/2016 (Consecutive)
Thackrah, Tracy	FC	Radio Broadcast Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/16/2015 -- 11/29/2015 (Consecutive)
Tom, Stephen	CC	Admissions & Records Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 09/28/2015 -- 10/16/2015 (Consecutive)

STIPEND FOR ADDITIONAL ADMINSTRATIVE DUTIES

Recinos, Alba	AC	Executive Assistant II (100%) 6% Stipend Eff. 10/01/2015 – 11/30/2015
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 27, 2015 Resolution _____
Information _____
SUBJECT: Professional Experts Enclosure(s) X

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.c.1

Item No.

Professional Experts
October 27, 2015

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Brooks, Tami	FC	Project Coordinator	Programming Coordinator	20	09/30/2015	12/11/2015
Dennewitz, Randell	SCE	Project Expert	SCE IT Physical Assets	26	10/15/2015	11/20/2015
Johnstone, Deborah	SCE	Project Coordinator	SoCal Sheet Metal JATC	26	10/14/2015	10/28/2015
Moore, Charles	FC	Technical Expert II	Umoja Summer boot Camp Facilitator	26	08/03/2015	08/27/2015
Rofman, Lara	SCE	Project Coordinator	Job Development Employer-Student Network Coordinator	26	11/02/2015	02/26/2016
Silva, Joel	CC	Technical Expert I	PERKINS IV – Enhancing Student Success	5	10/26/2015	05/20/2016
Vescial, Keith	CC	Technical Expert I	SSSP Faculty Advisor	10	10/22/2015	01/31/2016
Wada, Kathryn	CC	Technical Expert I	SSSP Faculty Advisor	10	10/22/2015	01/31/2016

SCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Brainard, Wanda	Tuition Rate	Fall, Winter, Spring	26
Davino, Dennis	Tuition Rate	Winter, Spring	26
Freer, Carolee	Tuition Rate	Fall, Winter, Spring	26
Leonard, Robert	Tuition Rate	Fall, Winter, Spring	26
Reed, Rosalba	Tuition Rate	Fall, Winter, Spring	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 27, 2015 Resolution _____
Information _____
SUBJECT: Hourly Personnel Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.d.1

Item No.

Hourly Personnel
October 27, 2015

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Aguirre, Griselda	FC	Direct Instr Support - Assist in lab for Disability Support Services	01/11/15	06/17/16	TE A 3
Blaine, James	FC	Direct Instr Support - Assist in lab for Disability Support Services	01/25/16	03/18/16	TE B 4
Blaine, James	FC	Direct Instr Support - Assist in lab for Disability Support Services	11/30/15	12/12/15	TE B 4
Breucop, Sarah	CC	Clerical/Secretarial - Assist in the Fine Arts Gallery for holiday sale	11/11/15	12/12/15	TE A 1
Burell, Bernard	FC	Tech/Paraprof - Athletic Program Assistant for Men's Basketball	10/28/15	04/27/16	TE H 4
Dillard, Jason	FC	Tech/Paraprof - Athletic Program Assistant for Volleyball	12/14/15	01/29/16	TE H 4
Johnston, Ariel	CC	Clerical/Secretarial - Assist in the Counseling Office	10/14/15	01/13/16	TE A 1
Kaur, Manpreet	FC	Direct Instr Support - Assist in lab for Disability Support Services	01/25/16	03/18/16	TE B 4
Kaur, Manpreet	FC	Direct Instr Support - Assist in lab for Disability Support Services	11/30/15	12/12/15	TE B 4
Lee, Joanne	FC	Direct Instr Support - Assist in lab for Disability Support Services	02/01/16	03/18/16	TE B 4
Lee, Joanne	FC	Direct Instr Support - Assist in lab for Disability Support Services	11/30/15	12/12/15	TE B 4
Martin, Amanda	FC	Clerical/Secretarial - Assist in Campus Safety Office	10/28/15	01/27/16	TE B 3
Mosqueda, Stephanie	FC	Direct Instr Support - Assist in lab for Disability Support Services	01/18/16	06/16/16	TE A 3
Plascencia, Alejandro	FC	Direct Instr Support - Assist in lab for Disability Support Services	01/25/16	06/17/16	TE A 2
Salazar, Jesus	FC	Service/Maint - Assist in Campus Safety	10/28/15	01/27/16	TE B 4
Talbot, Jesse	SCE	Clerical/Secretarial - Assist DSS Office	12/07/15	03/04/16	TE A 1

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Boggs, Estee	FC	Direct Instr Support - Assist with visually-impaired students	11/30/15	12/12/15	TE B 4
Boggs, Estee	FC	Direct Instr Support - Assist with visually-impaired students	02/01/16	03/18/16	TE B 4
Carey, Susan	FC	Direct Instr Support - Interpreter for hearing-impaired students	11/30/15	12/12/15	TE D 4
Carey, Susan	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/01/16	03/18/16	TE D 4
Cheek, Madison	FC	Direct Instr Support - Tutor for Student Equity	10/14/15	04/30/16	TE A 1

Hourly Personnel
October 27, 2015

Ferguson, Melissa	FC	Direct Instr Support - Interpreter for hearing-impaired students	11/30/15	12/12/15	TE D 4
Ferguson, Melissa	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/01/16	03/18/16	TE D 4
Miller, Pamela	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/01/16	03/18/15	TE D 4
Miller, Pamela	FC	Direct Instr Support - Interpreter for hearing-impaired students	11/30/15	12/12/15	TE D 4
Nelson, Megan	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/01/16	03/18/16	TE D 2
Nelson, Megan	FC	Direct Instr Support - Interpreter for hearing-impaired students	11/30/15	12/12/15	TE D 2
Ocampo, Juan	CC	Direct Instr Support - Tutor for Vet Center	11/11/15	12/11/15	TE A 3

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Almero, Marianne	FC	Full-time Student - Assist with Dance Program	10/25/15	06/30/16	TE A 1
Anees, Abdallah	FC	Full-time Student - Assist in the campus Tutoring Center	10/07/15	06/30/16	TE A 1
Anees, Ahmad	FC	Full-time Student - Assist in the campus Tutoring Center	10/07/15	06/30/16	TE A 1
Babad, Miles	FC	Full-time Student - Assist in campus Music Lab	10/16/15	06/30/16	TE A 2
Cao, Tina	FC	Full-time Student - Assist in the Office of Special Programs	10/12/15	06/30/16	TE A 1
Chan, Wai	CC	Full-time Student - Assist in the Counseling Center	10/01/15	06/30/16	TE A 3
Duong, Phuoc	FC	Full-time Student - Assist in the Office of Special Programs	10/12/15	06/30/16	TE A 1
Habonimana, C.	CC	Full-time Student - Assist in the Counseling Center	11/30/15	12/18/15	TE A 1
Howsare, Estee	FC	Work-Study Student - Assist in Physical Education	10/16/15	06/30/16	TE A 1
Johnson, Daijah	CC	Full-time Student - Assist in the Counseling Center	10/01/15	06/30/16	TE A 1
Le, Nicholas	FC	Full-time Student - Tutor for Office of Special Programs	10/14/15	06/30/16	TE A 1
Navarro, Adrian	CC	Full-time Student - Assist in the Learning Center	11/12/15	06/30/16	TE A 4
Nguyen, Loan	CC	Full-time Student - Assist in the Counseling Center	11/12/15	12/18/15	TE A 1
Ramirez, Angel	FC	Full-time Student - Assist in the Office of Special Programs	10/07/15	06/30/16	TE A 1
Ramirez, Daniel	FC	Full-time Student - Assist in Campus Safety	10/18/15	06/30/16	TE B 3
Rebatet, Neschdali	FC	CalWORKS Student - Assist in the Nutrition & Foods Department	10/19/15	06/30/16	TE A 1
Saenz, Iram	CC	Full-time Student - Assist in the ESL Learning Center	10/29/15	06/30/16	TE A 1

Hourly Personnel
October 27, 2015

Siraj, Bilal	CC	Full-time Student - Assist in the Information Office	10/29/15	12/18/15	TE A 1
Sybiak, Gavin	FC	Full-time Student - Assist in the Office of Special Programs	10/12/15	06/30/16	TE A 1
Tan, Johan	FC	Full-time Student - Assist in the Office of Special Programs	10/12/15	06/30/16	TE A 1
Xing, Xylina	FC	Full-time Student - Tutor students in the campus Tutoring Center	10/13/15	06/30/16	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: October 27, 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

6.e.1

Item No.

Volunteer Personnel
October 27, 2015

VOLUNTEER PERSONNEL WITHOUT PAY

Name	Site	Program	Begin	End
Boughter, Daniel	FC	Tutoring Center	10/02/2015	12/11/2015
Cordova, David	FC	Physical Education - SCUBA	10/13/2015	06/30/2016
Flores-Delgado, Susana	SCE	Disability Support Services	10/01/2015	06/30/2016
Gonzalez, Anabel	SCE	DSS - Personal Care Attendant	09/14/2015	06/26/2016
MacArthur, Carl	FC	Internship - Student Services / EOPS	09/30/2015	12/11/2015
Nguyen, Dat	CC	SEM - Physical Science Department	10/02/2015	06/30/2016
Nguyen, Ngoc	CC	SEM - Physical Science Department	10/02/2015	06/30/2016
Perez, Vivian	FC	Fine Arts Division - Encuentros Exhibit	10/19/2015	12/23/2015
Snodgrass MD, Joshua	CC	Physical Education - Training Room	10/14/2015	06/30/2016
Walker, Susan	SCE	Disability Support Services	10/14/2015	12/11/2015

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 27, 2015 Resolution _____
SUBJECT: Section 125 Plan Information _____
Enclosure(s) _____

BACKGROUND: The District's health and welfare benefits plan provides employees with a choice of health care plans and optional dependent medical coverage, dental, vision and other insurance options. The District's health and welfare benefits plan does not currently include a Section 125 Plan.

The District Insurance and Benefits Committee met on September 11, 2015, and approved the Section 125 Plan and recommended American Fidelity Assurance Company (AFA) as the plan administrator. AFA representatives will meet with each benefits eligible employee to provide education and information so that employees can make informed decisions regarding available options, including flexible spending accounts for unreimbursed expenses. This program allows employees to pre-tax their premiums for dependent health, dental and vision coverage, which can mean a significant cost savings by reducing taxable income.

A Section 125 Plan open enrollment period will be conducted from October 12 to November 20, 2015. All employee decisions will be effective January 1, 2016.

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

How does this relate to Board Policy: Board Policy 7130 Compensation, states that the Board will establish compensation and benefits for all eligible employees. Administrative Policy 7130-2 Health and Welfare Benefits Plan, outlines the benefits available to eligible employees.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: Authorization is requested to enter into an agreement with American Fidelity Assurance Company to provide administration of the Section 125 Plan for benefit eligible employees, as part of the District Health and Welfare Benefits Plan. Authorization is further requested for the Vice Chancellor of Human Resources to execute the agreement on behalf of the District.

Irma Ramos

Recommended by

Approved for Submittal

6.f

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: October 27, 2015

SUBJECT: Resolution No. 15/16-05
 Authorizing the Use of All-Mail Ballots
 For the Special Election to Fill the Vacancy in Trustee Area 3

BACKGROUND: At its August 25, 2015 the Board of Trustees made a provisional appointment to fill the vacancy in Trustee Area 3. On September 24, 2015, the District was notified by the Orange County Department of Education that a “Petition to Conduct a Special Election to Fill the Vacancy for Trustee Area 3 of the North Orange County Community College District” had been received. On October 6, 2015 the Orange County Superintendent of Schools determined that petition to be legally sufficient and ordered a stand-alone special election to be conducted on February 9, 2016.

The Orange County Registrar of Voters estimates the cost for a stand-alone special election to be between \$241,714 and \$270,427, and estimates the cost for an all-mail ballot special election in Trustee Area 3 to be between \$168,327 and \$197,275.

In order to minimize the cost of the stand-alone special election by utilizing an all-mail ballot for the February 9, 2016 special election the Board of Trustees must, by way of resolution, authorize the use of mailed ballots for the election in accordance with Election Code section 4004.

How does this relate to the five District-wide Strategic Directions? This item responds to District Strategic IV: 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? Not applicable

FUNDING SOURCE AND FINANCIAL IMPACT: The cost for the stand-alone all-mail ballot special election is estimated to be between \$168,327 and \$197,275 and will be paid with one-time reserve funds.

RECOMMENDATION: It is recommended that the Board authorize the use of all-mail ballots for the February 9, 2016 special election to fill the vacancy in Trustee Area 3, in accordance with Elections Code section 4004.

Fred Williams

Recommended by

Approved for Submittal

7.a.1

Item No.

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



**Resolution No. 15/16-05, Authorizing the Use of All-Mail Ballots
For the Special Election to Fill the Vacancy in Trustee Area 3**

WHEREAS, a vacancy exists in Trustee Area 3 on the Board of Trustees of the North Orange County Community College District; and

WHEREAS, on August 25, 2015, the Board of Trustees of the North Orange County Community College District made a provisional appointment to fill the vacancy; and

WHEREAS, on September 24, 2015, the Orange County Superintendent of Schools received a "Petition to Conduct a Special Election to Fill the Vacancy for Trustee Area 3 of the North Orange County Community College District" ("Petition"); and

WHEREAS, on October 6, 2015 the Orange County Superintendent of Schools determined the Petition to be legally sufficient and ordered a special election be conducted on February 9, 2016; and

WHEREAS, the special election on February 9, 2016 does not coincide with any other statewide primary, general election or other established election date and therefore must be conducted as a stand-alone special election; and

WHEREAS, the Orange County Registrar of Voters estimates that the cost for a stand-alone special election in Trustee Area 3 would be between \$241,714 and \$270,427 and estimates the cost for an all-mail ballot special election in Trustee Area 3 would be between \$168,327 and \$197,275; and

WHEREAS, in order to conduct a special election to fill a vacancy wholly as an all-mail ballot election, the Board of Trustees must, by way of resolution, authorize the use of mailed ballots for the election in accordance with Election Code section 4004; and

WHEREAS, the Board of Trustees of the North Orange County Community College District desires to minimize the cost of the stand-alone special election by utilizing an all-mail ballot election for the February 9, 2016 special election to fill the vacancy in Trustee Area 3;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the North Orange County Community College District authorizes the use of all-mail ballots for the February 9, 2016 special election to fill the vacancy in Trustee Area 3, in accordance with Elections Code section 4004.

AYES

NOES:

ABSENT:

ABSTAINING:

Date Adopted: October 27, 2015

M. Tony Ontiveros
Board President

7.a.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: October 27, 2015

SUBJECT: Resolution No. 15/16-04
Veteran’s Appreciation Week

BACKGROUND: The North Orange County Community College District is privileged to serve thousands of student veterans each year. Both Fullerton College and Cypress College currently have Student Veteran’s Centers on campus, and in order to serve those growing populations, we plan to expand those facilities with Measure J funds. Our student veterans are some of our highest achieving and most committed students.

In recognition of those who have sacrificed so much for our country, the Board of Trustees would like the week of November 9-13, 2015 to be observed as Veteran’s Appreciation Week.

How does this relate to the five District-wide Strategic Directions? This item responds to District Strategic IV: 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? Not applicable

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable

RECOMMENDATION: It is recommended that the Board honor the contributions of past and present members of the Armed Forces in the state of California and in the North Orange Community College District and declares the week of November 9-13, 2015, be observed as Veteran’s Appreciation Week.

Fred Williams

Recommended by

Approved for Submittal

7.b.1

Item No.

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



Resolution No. 15/16-04, Veteran's Appreciation Week

WHEREAS, the members of the Armed Forces have been instrumental to the preservation of the freedom, security, and prosperity enjoyed by the people of the United States;

WHEREAS, throughout the generations, veteran's sacrifices have preserved our unique form of government dedicated to human rights and respect for the individual; and

WHEREAS, California is home to 1.8 million veterans, representing eight percent of the total U.S. veteran population and anticipates receiving an additional 30,000 discharged members of the armed services each year for the next several years – more than any other state; and

WHEREAS, the number of student veterans at the North Orange County Community College District have increased each year; and

WHEREAS, the North Orange County Community College District continually strives to provide relevant and needed campus services and resources to our student veterans; and

WHEREAS, the North Orange County Community College District's student veterans have been influential in bringing awareness to their campus communities through various Veteran's Day events and celebrations; and

WHEREAS, student veterans deserve a small token of our appreciation for all they do, and have done, to protect our freedom; now,

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the North Orange County Community College District hereby recognizes and wishes to honor the contribution of past and present members of the Armed Forces in the state of California and in the North Orange County Community College District and declares the week of November 9-13, 2015, be observed as Veteran's Appreciation Week.

Dated: October 27, 2015

M. Tony Ontiveros, President

Leonard Lahtinen, Member

Dr. Barbara Dunsheath, Vice President

Jacqueline Rodarte, Member

Molly McClanahan, Secretary

Francisco Aviles Pino, Student Member

Jeffrey P. Brown, Member

Tanya Washington, Student Member

Fred Williams

7.b.2

Recommended by

Approved for Submittal

Item No.