



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

**MEETING:** Regular Meeting in November 2018

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

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

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

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

### AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience:** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [ ] in Sections 3 & 4**
- e. **Consider Personnel block-vote items indicated by [ ] in Section 5**  
 Agenda items designated as block-vote items with [ ] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.  
  
 An exception to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion and a separate vote. Members of the public completing a card entitled, "Request to Address Board of Trustees" on an item removed from block-vote consideration will be heard prior to the Board's vote on that item.  
  
 Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public at the Chancellor's Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. to 5:00 p.m.).
- f. **Reports:**  
       **Chancellor**  
       \* **Anaheim Campus Solar Canopies Presentation**
- g. **Comments:**  
       **Resource Table Personnel**  
       **Members of the Board of Trustees**
2. a. **Approval of Minutes of the Regular Meeting of October 23, 2018.**

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 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.**

3. **FINANCE & FACILITIES**

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] It is recommended that the Board authorize the request for the 2017-2018 General Fund transfers and adoption of the resolution showing the summary. **(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 quarter ended September 30, 2018, as required by §58310 of Title 5.
- d. It is recommended that the Board receive the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended September 30, 2018.
- [e] It is recommended that the Board authorize the request to award RFP #1819-03, District-wide Managed Print Services Program, to MRC Smart Technology Solutions.
- [f] Authorization is requested to renew the consulting agreement MAAS Companies Inc., and extend the term of the agreement through November 5, 2020, for total fees not to exceed \$6,000,000 inclusive of reimbursables for the entire five-year duration of the agreement and renewal options.
- g. It is recommended that the Board review the Public Self-Insurer's Annual Report for Fiscal Year 2017-18, and acknowledge the Estimated Future Liability of \$2,156,662 as reported to the State.
- [h] It is recommended that the Board approve Change Order #1 for Bid #1718-24, Parking Lot #5 Expansion at Cypress College with Golden Bear Construction, Inc. in the amount of \$6,936.23.
- [i] Authorization is requested to enter into a three-year agreement with CampusLogic Inc. for \$259,666 for the subscription services.
- [j] Authorization is requested to extend the contract agreement with Civitas Learning for two additional years for a total expenditure of \$420,000.

- [k] Authorization is requested for the Fullerton College EOPS Department to expend funds from the EOPS categorical budget for its annual recognition ceremony.
- [l] Authorization is requested to pre-approve out-of-country travel for Ed Giardina and Michelle Garcia.
- [m] Authorization is requested to award the contract for the Network Refresh – Project Management to PlanNet Consulting in the amount of \$220,500.

#### 4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the summary of curriculum changes for Cypress College, to be effective Fall 2018, Spring 2019, and Fall 2019.
- [b] It is recommended that the Board ratify the amendment of the 2018-2019 NOCCCD and Anaheim Union High School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.
- [c] It is recommended that the Board ratify the amendment of the 2018-2021 NOCCCD and Brea Olinda Unified School District CCAP Dual Enrollment Partnership Agreement.
- [d] It is recommended that the Board ratify the amendment of the 2018-2021 NOCCCD and Fullerton Joint Union High School District CCAP Dual Enrollment Partnership Agreement.
- [e] It is recommended that the Board ratify the amendment of the 2018-2021 NOCCCD and Placentia Yorba Linda Unified School District Dual Enrollment Partnership Agreement.
- [f] Authorization is requested to accept new revenue from the authorization of Assembly Bill 1806; the Budget Act of 2018 in the amount \$1,000,000.
- [g] Authorization is requested to accept new funding \$585,670 in Strong Workforce Program 17% Incentive Funding in the 2018-2019 fiscal year.
- [h] Authorization is requested to accept new revenue from the Catalyst Grant in the amount of \$250,000.

#### 5. **HUMAN RESOURCES**

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

Change in Salary Classification  
 Additional Duties @ Per Diem  
 Payment for Independent Learning Contracts  
 Temporary Academic Hourly

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

Retirement

Resignations  
 New Personnel  
 Rehires  
 Voluntary Changes in Assignment  
 Professional Growth & Development  
 Leaves of Absence  
 Suspension Without Pay for Disciplinary Action  
 New Classified Management Job Descriptions

- [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. It is recommended that the Board adopt Resolution Nos. 18/19-03, 18/19-04, and 18/19-05 for Classified Employees Vesting Requirements for Lifetime Medical Subject to the Public Employees' Medical and Hospital Care Act.
- g. It is recommended that the Board adopt Resolution Nos. 18/19-06, 18/19-07, and 18/19-08 for Confidential Employees Vesting Requirements for Lifetime Medical Subject to the Public Employees' Medical and Hospital Care Act.
- h. It is recommended that the Board adopt Resolution Nos. 18/19-09, 18/19-10, and 18/19-11 for Management and Executive Officers Vesting Requirements for Lifetime Medical Subject to the Public Employees' Medical and Hospital Care Act.

## 6. GENERAL

- a. It is recommended that the Board adopt Resolution No. 18/19-02 to declare that the week of November 12-16, 2018 be observed as Veterans Appreciation Week.
- b. It is recommended that the Board schedule on the November 27, 2018 agenda, the establishment of December 11, 2018 as the date of its Organizational Meeting.
- c. It is recommended that the Board discuss the recommended state and federal legislative priorities for 2018-19.
- d. It is recommended that the Board discuss the continued need for Strategic Conversations, the future direction, and topics of interest.
- e. It is recommended that the Board discuss any potential future agenda items.

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	November 13, 2018	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>    X    </u>

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

The purchase order numbers P0127676 - P0128304, check numbers C0048465 - C0048614; F0228826 - F0230751; Q0006293 - Q0006309; 88482702 - 88484058; V0031581 - V0031593; 70091256 - 70091631; disbursements E8762905 - E8772809; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Bank Mobile disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

**How does this relate to the five District Strategic Directions?** This item responds to 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 P0127676 - P0128304 through October 12, 2018, totaling \$1,451,890.31, and check numbers C0048465 - C0048614, totaling \$103,365.75; check numbers F0228826 - F0230751, totaling \$571,153.65; check numbers Q0006293 - Q0006309, totaling \$3,287.31; check numbers 88482702 - 88484058, totaling \$6,175,447.49; check numbers V0031581 - V0031593, totaling \$19,550.00; check numbers 70091256 - 70091631, totaling

3.a.1

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Item No.

\$53,387.40; and disbursements E8762905 - E8772809, totaling \$11,568,402.25, through October 31, 2018.

Fred Williams

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Recommended by

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Approved for Submittal

3.a.2

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Item No.

**BOARD RECAP**  
**FOR THE PERIOD SEPTEMBER 26, 2018, THROUGH OCTOBER 12, 2018**  
**BOARD MEETING 11/13/18**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0127676	Cypress S B Car Spa Inc	\$ 4,000.00		CC	Blanket Order for Public Safety Vehicle Wash
P0127858	Scantron Corporation	\$ 403.56		FC	Instructional Supplies
P0127864	Diversified Business Services	\$ 213.18		FC	Marketing Materials
P0127865	Amazon Business	\$ 33.33		AC	Textbooks
P0127866	Sodexo Inc and Affiliates	\$ 545.01		FC	Catering for Natural Science Meeting
P0127867	Sodexo Inc and Affiliates	\$ 140.51		FC	Catering for Mindfulness Institute for Students Meeting
P0127868	Recycle Away LLC	\$ 1,092.40		NOCE	Recycling Bins
P0127869	LA Plaza de Cultura y Artes	\$ 340.00		FC	Field Trip Museum Tickets
P0127871	Fascella Finishes Inc	\$ 2,510.00		FC	Bulletin Board Installation
P0127876	Sodexo Inc and Affiliates	\$ 682.26		FC	Catering for Social Sciences Program
P0127877	Western Graphics Plus	\$ 9,238.59		CC	Custom Banners
P0127878	ePromos Promotional Products Inc	\$ 1,286.88		FC	Promotional Materials
P0127879	Sodexo Inc and Affiliates	\$ 242.44		AC	Catering for District Diversity Breakfast
P0127880	Aarion Burks	\$ 30.00		FC	Student Fee Reimbursement
P0127881	Ricardo Palacios	\$ 49.00		FC	Student Fee Reimbursement
P0127882	Natasha Salvatierra	\$ 49.00		FC	Student Fee Reimbursement
P0127883	Elaine Soto	\$ 49.00		FC	Student Fee Reimbursement
P0127884	Amazon Business	\$ 100.48		FC	Textbooks
P0127885	National Council for Marketing and Public Relations	\$ 350.00		CC	Award Entry Fees
P0127886	Maria Chelo	\$ 61.00		FC	Student Fee Reimbursement
P0127887	Cesar Ureiro	\$ 22.50		FC	Student Fee Reimbursement
P0127888	Nancy Prim	\$ 61.00		FC	Student Fee Reimbursement
P0127889	National Council for Marketing and Public Relations	\$ 500.00		CC	Institutional Membership
P0127890	Posit Science Corporation	\$ 4,320.00		NOCE	Software License
P0127891	Orange County Police Canine Association	\$ 450.00		FC	Field Trip Event Tickets
P0127892	Controlled Key Systems	\$ 2,451.32		NOCE	Facilities Supplies
P0127893	Pearson Education Inc	\$ 16,389.41		NOCE	Textbooks
P0127894	KT Industries Inc	\$ 18,964.25		CC	Transformer repair Services
P0127895	Sports Imports Inc	\$ 1,465.22		CC	Athletic Supplies
P0127897	CDW Government Inc	\$ 69.46		NOCE	Software License Renewal
P0127898	iT1 Source LLC	\$ 1,332.87		NOCE	Instructional Supplies
P0127899	Tri-Star Gases LLC	\$ 21,873.25		FC	Welding Simulator System
P0127900	Green Oak Ranch Ministries Inc	\$ 4,800.00		FC	Music Department Choir Camp Fees
P0127901	Myers Tire Supply	\$ 1,233.80		CC	Automotive Equipment
P0127902	Amazon Business	\$ 322.18		FC	Instructional Supplies
P0127903	Sodexo Inc and Affiliates	\$ 199.98		FC	Catering for Printing Technology Meeting
P0127904	Jostens	\$ 6.96		FC	Diploma Supplies
P0127905	Easykeys.com Inc	\$ 59.86		FC	Facilities Supplies
P0127906	Jostens	\$ 6.96		FC	Diploma Supplies
P0127907	David Okawa	\$ 471.87		CC	Reimbursement for Catering for Welcome Night Event
P0127908	Anaheim Glass Inc	\$ 5,000.00		CC	Blanket Order for Window Repairs
P0127909	Parker & Covert LLP	\$ 5,000.00		AC	Legal Services
P0127910	Lorena Cuellar	\$ 64.50		FC	Student Fee Reimbursement
P0127911	Jasmine Estrella	\$ 22.50		FC	Student Fee Reimbursement
P0127912	Anali Yslas	\$ 49.00		FC	Student Fee Reimbursement
P0127913	Sodexo Inc and Affiliates	\$ 301.97		AC	Catering for Mentorship Program
P0127914	The Original Taco Girls	\$ 991.97		AC	Catering for Chancellor's Leadership Academy

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0127915	Krystal Munoz	\$ 34.50		FC	Student Fee Reimbursement
P0127916	IBM	\$ 17,051.92		CC	Software License Renewal
P0127917	Mix a Bartending Experience	\$ 969.76		NOCE	Instructional Supplies
P0127918	Amazon Business	\$ 269.36		CC	Instructional Supplies
P0127919	Amazon Business	\$ 136.14		NOCE	Instructional Supplies
P0127920	Stater Bros Markets - A CA Corp	\$ 900.00		NOCE	Blanket Order for Supplies
P0127921	YBH Restaurants Inc	\$ 2,157.48		CC	Catering for Pledge Night Event
P0127922	Chefs Toys - Accusharp	\$ 4,292.99		CC	Culinary Supplies
P0127923	Diversified Business Services	\$ 554.53		FC	Marketing Materials
P0127924	YBH Restaurants Inc	\$ 3,168.44		CC	Catering for Pledge Center Ceremony
P0127925	Nicole Relaz	\$ 52.50		FC	Student Fee Reimbursement
P0127926	Toshiba Business Solutions	\$ 161.63		FC	Office Supplies
P0127927	Longacre Racing	\$ 5,361.87		CC	Automotive Supplies
P0127928	Chefs Toys - Accusharp	\$ 1,068.43		CC	Culinary Supplies
P0127929	Stoneware Inc	\$ 124.00		FC	Software License
P0127945	Golden Set Tennis	\$ 271.85		FC	Athletic Supplies
P0127946	Cheerzone	\$ 61.09		FC	Athletic Supplies
P0127947	BSN Sports LLC	\$ 298.45		FC	Athletic Supplies
P0127948	Jasmin Garcia	\$ 49.00		FC	Student Fee Reimbursement
P0127949	Wallwisher Inc	\$ 106.68		CC	Software License
P0127950	BSN Sports LLC	\$ 7,928.23		FC	Athletic Uniforms
P0127951	RX Systems Inc	\$ 1,008.54		NOCE	Instructional Supplies
P0127952	Balanced Body Inc	\$ 1,696.93		FC	Instructional Supplies
P0127953	Pocket Nurse Enterprises Inc	\$ 105.86		CC	Instructional Supplies
P0127954	Cambridge University Press	\$ 5,450.59		NOCE	Textbooks
P0127956	Enviser	\$ 4,625.00	Capital Outlay	AC	Roof Repair Services @ FC
P0127957	JM & J Contractors	\$ 3,000.00	Capital Outlay	AC	Building Repair Services @ FC
P0127958	Tri-Star Gases LLC	\$ 29,340.44		FC	Welding Supplies
P0127959	EBSCO	\$ 2,100.00		FC	Publication Subscription Renewal
P0127960	Bioquip Products Inc	\$ 717.88		FC	Lab Supplies
P0127961	Praxair Distribution Inc	\$ 1,000.00		FC	Blanket Order for Tank Rentals
P0127962	Pharmacy Automation Supplies	\$ 93.24		NOCE	Lab Supplies
P0127963	April Riley	\$ 700.00		CC	Guest Speaker for California Educator Exams Training
P0127964	Knorr Systems Inc	\$ 7,768.30	Capital Outlay	AC	Installation of Gas Meters at Bldg. 1700 @ FC
P0127965	California Compressor Inc	\$ 1,246.52		FC	Air Compressor Repairs
P0127966	American Fence Company Inc	\$ 3,445.00	Bond	AC	Fencing Installation @ CC
P0127967	Plumbing Piping & Construction Inc	\$ 3,068.31	Capital Outlay	AC	Water Pump Repairs @ CC
P0127968	Johnson Controls Fire Protection LP	\$ 65,891.00		FC	Annual Inspection and Testing of Fire Alarms
P0127969	Amazon Business	\$ 79.26		FC	Athletic Supplies
P0127970	4imprint Inc	\$ 2,082.88		CC	Marketing Materials
P0127971	Amazon Business	\$ 495.69		FC	Instructional Supplies
P0127972	OpenROV Inc	\$ 1,528.55		FC	Instructional Supplies
P0127973	Buddy's All Stars, Inc.	\$ 251.42		FC	Athletic Equipment
P0127991	Timothy Nguyen	\$ 45.65		CC	Reimbursement for Textbooks
P0127992	Springwood Industrial Inc	\$ 6,788.25		FC	Instructional Equipment
P0127993	HISCO	\$ 42.44		NOCE	Lab Supplies
P0127994	National Association of Veterans Program Administrators	\$ 175.00		FC	Institutional Membership
P0127995	P2S Engineering Inc	\$ 55,000.00	Capital Outlay	AC	Plumbing Services at FC
P0127996	Office Depot	\$ 2,000.00		FC	Blanket Order for Office Supplies
P0127998	Westside Building Material Corp	\$ 5,000.00		FC	Blanket Order for Building Materials



PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0127999	Fast Signs	\$ 5,000.00		CC	Blanket Order for Campus Signs
P0128000	YBH Restaurants Inc	\$ 1,599.01		CC	Catering for Legacy Mentor Dinner
P0128002	John Wiley & Sons Inc	\$ 197.00		FC	Annual Maintenance Renewal
P0128003	National Collegiate Honors Council	\$ 500.00		FC	Institutional Membership
P0128004	Sodexo Inc and Affiliates	\$ 264.42		FC	Catering for Hiring Committee
P0128005	Kathryn Sonne	\$ 138.00		AC	Reimbursement for Medical Insurance for Study Abroad Faculty
P0128006	Pasco Scientific	\$ 1,925.50		CC	Lab Supplies
P0128007	Varidesk LLC	\$ 761.26		FC	Adjustable Desk
P0128008	Sodexo Inc and Affiliates	\$ 1,146.16		FC	Catering for Student Services Training
P0128009	Cypress College	\$ 30.00		CC	Parking Permit Reimbursement
P0128010	PhotoShelter Inc	\$ 10,749.00		AC	Software Subscription Renewal
P0128011	Meyers Fozi & Dwork, LLP	\$ 3,164.58		AC	Legal Fees
P0128012	Amazon Business	\$ 474.05		NOCE	Office Supplies
P0128013	Amazon Business	\$ 55.80		NOCE	Instructional Supplies
P0128014	Jason Trimble	\$ 1,000.00		FC	Guest Musician for the Music Department
P0128029	The Original Taco Girls	\$ 1,460.68		NOCE	Catering for Adult Educational Block Grant Meetings
P0128030	Sodexo Inc and Affiliates	\$ 486.45		FC	Catering for Student Welcome to Umoja Event
P0128031	Sodexo Inc and Affiliates	\$ 19.40		FC	Catering for Humanities Division Adjunct Day
P0128032	Interact Communications Inc	\$ 49,530.00		CC	Campus Marketing and Communication Services
P0128033	Amazon Business	\$ 937.30		NOCE	Office Supplies
P0128034	Monjaras & Wismeyer Group Inc	\$ 165.00		AC	Human Resources Disability Compliance Consulting Services
P0128035	P2S Engineering Inc	\$ 29,200.00		AC	Engineering Services for FC Prop 39 Lighting Upgrade
P0128036	Geo-Advantec Inc	\$ 15,890.00	Capital Outlay	AC	Geotechnical Investigation & Geohazard Evaluation @ FC
P0128041	Placentia Yorba Linda USD	\$ 7,000.00		NOCE	Child Services for Adult Educational Block Grant
P0128042	Ann Marie Ruelas	\$ 464.19		CC	Marketing Materials
P0128043	Verizon Wireless LA	\$ 492.10		CC	Facilities Supplies
P0128044	The Oak Co	\$ 4,917.00		CC	Spring 2019 Class Schedule Typesetting
P0128046	Commercial Foodservice Repair Inc	\$ 1,500.00		CC	Blanket Order for Culinary Equipment Repairs
P0128047	American Association of Community Colleges	\$ 36,597.00		AC	Institutional Membership
P0128048	Ran Graphics Inc	\$ 6,038.31		CC	2019 Spring Class Schedule Printing
P0128049	Pyramed Health Systems	\$ 12,285.44		CC	Software License and Support
P0128050	Pacwest Security Services	\$ 1,241.21		NOCE	Reimbursement for Facilities Supplies
P0128052	Sodexo Inc and Affiliates	\$ 214.42		FC	Catering for Student Activities Training
P0128053	Sodexo Inc and Affiliates	\$ 894.27		FC	Catering for Commencement Debrief
P0128054	Sidepath Inc	\$ 22,814.03		CC	(125) Computer Monitors
P0128055	Radiant Floor Systems Inc	\$ 853.18		FC	Floor Cleaning Machine
P0128056	Gail Materials	\$ 935.00		CC	Marketing Materials
P0128057	Transportation Charter Services Inc	\$ 4,830.00		CC	Transportation for Education Opportunity Program Field Trip
P0128058	iT1 Source LLC	\$ 1,438.47		NOCE	Computer
P0128059	iT1 Source LLC	\$ 6,875.54		NOCE	(6) Computers
P0128060	Bremer's Plumbing & Boiler Services Inc	\$ 12,600.00		AC	Plumbing Services
P0128062	Sidepath Inc	\$ 7,711.72		CC	(8) Computers
P0128063	Sierra School Equipment Co	\$ 13,174.49		AC	Outdoor Table Umbrellas
P0128064	Promodealer Company	\$ 1,047.67		CC	Marketing Materials
P0128065	JM & J Contractors	\$ 5,090.00		FC	Ramp Repairs
P0128066	iT1 Source LLC	\$ 1,894.25		NOCE	Computer
P0128067	GST	\$ 339.42		CC	Printer
P0128068	Sidepath Inc	\$ 2,204.08		CC	(10) Computer Monitors
P0128069	ConvergeOne Inc	\$ 10,397.86		CC	Computer Network Switch
P0128070	Jersey Mike's UTC	\$ 354.75		CC	Catering for Educational Opportunity Program Field Trip

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128081	Yosemite Community College District	\$ 1,800.00		AC	Job Fair Entry Fee
P0128082	Hampton Inn & Suites	\$ 2,219.58		CC	Hotel Fees for Northern University Tour
P0128083	University of California, Davis	\$ 385.13		CC	Catering for Northern University Tour
P0128084	Hampton Inn	\$ 2,039.83		CC	Hotel Fees for Northern University Tour
P0128085	National Business Furniture LLC	\$ 1,966.88		CC	Furniture
P0128086	Fisher Scientific Co LLC	\$ 9,255.76	Capital Outlay	AC	Laboratory Equipment Washing Machine @ FC
P0128087	Western Graphics Plus	\$ 1,212.19		CC	Marketing Materials
P0128088	Sodexo Inc and Affiliates	\$ 753.83		FC	Catering for Advisory Committee Meeting
P0128089	Scantron Corporation	\$ 87.66		FC	Scantron Forms
P0128090	Sodexo Inc and Affiliates	\$ 167.00		FC	Catering for Career Builder Speaker Series
P0128091	Habit Restaurants LLC	\$ 21,195.00		CC	Catering for Connect2Cypress Event
P0128092	Sodexo Inc and Affiliates	\$ 576.48		AC	Catering for District Leadership Academy
P0128093	Sodexo Inc and Affiliates	\$ 507.72		FC	Catering for Adjunct Faculty Night
P0128094	Apple Computer Inc	\$ 78,467.27		CC	(25) Computers with Computer Storage Cart
P0128095	Sodexo Inc and Affiliates	\$ 696.07		FC	Catering for Humanities Division
P0128096	Cal Pro Specialties	\$ 2,457.09		FC	Marketing Materials
P0128097	English Council of California Two Year Colleges	\$ 175.00		CC	Institutional Membership
P0128098	T-Ten Instructor Community	\$ 500.00		CC	Institutional Membership
P0128099	Controlled Key Systems	\$ 948.00	Bond	AC	Keying Services @ AC
P0128100	Controlled Key Systems	\$ 736.22	Bond	AC	Lock Installation @ AC
P0128101	Case & Sons Construction Inc	\$ 8,500.00	Capital Outlay	AC	Underground Electrical Work at 900 Bldg. @ FC
P0128102	MSC Industrial Supply Co Inc	\$ 2,580.83		FC	Toolboxes
P0128103	United Site Services of CA Inc	\$ 1,272.03		FC	Restroom Repair Services
P0128104	Total Pharmacy Supply	\$ 1,244.36		NOCE	Lab Supplies
P0128105	Sodexo Inc and Affiliates	\$ 385.22		AC	Catering for Mentorship Program
P0128106	Matco Tools	\$ 11,171.52		CC	Instructional Equipment
P0128107	Chefs Toys - Accusharp	\$ 4,275.95		CC	Instructional Supplies
P0128108	Scantron Corporation	\$ 181.10		CC	Instructional Supplies
P0128109	VenTek International	\$ 846.24		FC	Maintenance Subscription Renewal
P0128110	WMFY We Mail For You	\$ 2,730.00		NOCE	Delivery Services for Fall Term Class Schedule
P0128111	Balanced Body Inc	\$ 3,367.20		FC	Instructional Materials
P0128112	Wolters Kluwer Law & Business	\$ 440.00		FC	Software License
P0128113	Aerial Media Pros	\$ 1,911.51		CC	Instructional Accessories
P0128114	Jonathan Gutierrez	\$ 22.50		FC	Student Fee Reimbursement
P0128115	Eliza Arellano	\$ 61.00		FC	Student Fee Reimbursement
P0128116	Vanessa Romo	\$ 34.50		FC	Student Fee Reimbursement
P0128117	Lizette Stokes	\$ 19.00		FC	Student Fee Reimbursement
P0128118	Jeanne Herrera	\$ 120.00		FC	Textbook Reimbursement
P0128119	Talia Medina	\$ 821.50		FC	CARE Auto Maintenance Reimbursement
P0128120	Jennifer Malacara	\$ 104.78		FC	CARE Auto Maintenance Reimbursement
P0128121	Anita Montano	\$ 353.40		FC	CARE Auto Maintenance Reimbursement
P0128122	Balanced Body Inc	\$ 3,314.18		FC	Instructional Materials
P0128123	Absolute Fencing Gear Inc	\$ 437.76		FC	Fencing Supplies
P0128124	Gale Cengage Learning	\$ 11,500.00		CC	Blanket Order for Library Materials
P0128125	Jeffrey Samano	\$ 50.00		FC	Field Trip Reimbursement
P0128126	Elaine Lipiz Gonzalez	\$ 762.00		FC	Reimbursement for Hornet Leadership Retreat Fees
P0128130	CSU Fullerton Auxiliary Services Corporation	\$ 4,034.17		FC	Catering for Student Leadership Retreat
P0128131	Tatiana Polite	\$ 19.00		FC	Student Fee Reimbursement
P0128132	Mirza Lopez Zepeda	\$ 61.00		FC	Student Fee Reimbursement
P0128133	Jeffrey Samano	\$ 126.00		FC	Field Trip Reimbursement

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128134	Greer Machinery Co	\$ 495.00		FC	Lathe Repair Fees
P0128135	Adriana Sanchez	\$ 64.50		FC	Student Fee Reimbursement
P0128136	Ashleigh Burns	\$ 52.50		FC	Student Fee Reimbursement
P0128137	Blair Salazar	\$ 64.50		FC	Student Fee Reimbursement
P0128138	Balanced Body Inc	\$ 3,367.20		FC	Instructional Materials
P0128139	Natasha Salvatierra	\$ 120.00		FC	Foster Youth Success Initiative Student Reimbursement
P0128140	City of Fullerton	\$ 693.00		FC	Fire Alarm Fees
P0128141	Association of Career & Tech Educ	\$ 109.00		FC	Institutional Membership
P0128142	The Lincoln Electric Company	\$ 73,897.11		FC	Robotic System for Welding Program
P0128144	Flymotion Unmanned Systems	\$ 15,085.00		FC	Journalism Media Equipment
P0128145	GST	\$ 3,908.98		FC	Computer
P0128146	Balanced Body Inc	\$ 3,367.20		FC	Instructional Materials
P0128147	Sodexo Inc and Affiliates	\$ 990.44		FC	Catering for Staff Softball Event
P0128148	Sodexo Inc and Affiliates	\$ 140.51		FC	Catering for Mindfulness Institute Event
P0128149	Council of Chief Librarians	\$ 150.00		FC	Institutional Membership
P0128150	S&S Worldwide Inc	\$ 107.70		NOCE	Athletic Supplies
P0128151	Amazon Business	\$ 107.51		FC	Office Supplies
P0128152	Amazon Business	\$ 79.12		FC	Promotional Materials
P0128153	Century Martial Art Supply	\$ 705.62		FC	Athletic Supplies
P0128154	Sidepath Inc	\$ 38,279.64		CC	(30) Computers with Storage Cart
P0128156	Geotechnical Solutions Inc	\$ 2,800.00		CC	Geotechnical Engineering for Auto Shop Yard Pavement
P0128157	iT1 Source LLC	\$ 1,583.52		NOCE	Computers
P0128158	GST	\$ 1,384.71		FC	Computers
P0128159	Amazon Business	\$ 188.89		CC	Textbooks
P0128160	Flaghouse, Inc.	\$ 96.98		NOCE	Instructional Supplies
P0128161	Sidepath Inc	\$ 17,297.45		CC	(12) Computers with Charge Cart
P0128162	VAE Industries Corp	\$ 3,203.95		FC	Marketing Materials
P0128163	Sasco Electric	\$ 19,995.00		CC	Electrical Wiring Installation
P0128164	Buddy's All Stars, Inc.	\$ 702.59		FC	Athletic Supplies
P0128165	Performance Health Supply Inc	\$ 99.68		FC	Medical Supplies
P0128166	Sodexo Inc and Affiliates	\$ 123.83		FC	Catering for Senate Mini Retreat
P0128167	Demco Inc	\$ 720.99		FC	Office Supplies
P0128168	O'Connor Construction Management Inc	\$ 51,500.00	Bond	AC	Cost Estimation Services for Bldg 300-500 Renovations @ FC
P0128169	Varidesk LLC	\$ 64.65		FC	Office Supplies
P0128170	Dept of Toxic Substances Control	\$ 825.00		AC	Hazardous Waste Services Fees
P0128171	Laguna Clay Co	\$ 2,000.00		CC	Blanket Order for Instructional Supplies
P0128172	LaRon Armstead	\$ 45.17		CC	Reimbursement for Legacy Program Food
P0128173	Council of Chief Librarians	\$ 150.00		CC	Institutional Membership
P0128174	Sodexo Inc and Affiliates	\$ 348.84		AC	Catering for Leadership Academy
P0128175	Regina Rhymes	\$ 227.78		CC	Reimbursement for Catering for Legacy Field Trip
P0128176	Chief Student Services Officers Association	\$ 300.00		CC	Institutional Membership
P0128177	Zandra Berumen-Rodriguez	\$ 467.73		FC	CARE Auto Maintenance Reimbursement
P0128178	Office Depot	\$ 500.00		CC	Blanket Order for Office Supplies
P0128179	JK Electronics Inc	\$ 2,000.00		CC	Blanket Order for Automotive Supplies and Parts
P0128180	CCP Industries Inc	\$ 3,500.00		CC	Blanket Order for Automotive Supplies
P0128181	Refrigeration Supplies Distributor	\$ 1,650.00		CC	Blanket Order for Facilities Supplies
P0128182	Radiant Floor Systems Inc	\$ 5,000.00		CC	Blanket Order for Custodial Equipment Repairs
P0128183	Barnes & Noble Inc	\$ 1,300.00		CC	Blanket Order for Library Materials
P0128184	Amazon Business	\$ 8,302.14		CC	Instructional Supplies
P0128185	4imprint Inc	\$ 1,131.06		CC	Marketing Materials

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128186	Patio Furniture Refinishers	\$ 19,650.00		NOCE	Outdoor Furniture Refinishing Services
P0128187	Sasco Electric	\$ 14,750.00		CC	Electrical Installation Services
P0128189	GST	\$ 103.43		CC	Computer Accessories
P0128190	Sidepath Inc	\$ 1,110.46		CC	Computer
P0128191	CSI Fullmer	\$ 1,225.82		AC	Sample Chairs for Furniture Standards
P0128192	I-CAR	\$ 1,100.00		CC	Software License Renewal
P0128193	Amazon Business	\$ 501.86		NOCE	Lab Supplies
P0128194	Transportation Charter Services Inc	\$ 1,439.00		CC	Transportation for Legacy Program Field Trip
P0128195	North Orange County Chamber	\$ 500.00		AC	Institutional Membership
P0128196	MVP Promotions	\$ 3,866.07		CC	Promotional Materials
P0128197	National Business Furniture LLC	\$ 10,272.87		CC	Lounge Furniture for Instructional Development Dept.
P0128198	Sherwin-Williams Co	\$ 600.00		CC	Blanket Order for Facilities Supplies
P0128199	Salem Press	\$ 3,000.00		CC	Blanket Order to Library Materials
P0128200	Office Depot	\$ 1,200.00		CC	Blanket Order for Office Supplies
P0128201	MVP Promotions	\$ 3,866.07		CC	Promotional Materials
P0128202	Henry Schein Inc	\$ 3,143.28		CC	Computer Accessories
P0128203	Aerial Media Pros	\$ 1,253.15		CC	Instructional Supplies
P0128204	Western Graphics Plus	\$ 1,064.55		CC	Promotional Supplies
P0128220	Promotional Concepts Enterprises	\$ 584.61		CC	Promotional Supplies
P0128221	Sarah Castro	\$ 132.74		FC	Student Fees Reimbursement
P0128222	Liliann Stroud	\$ 426.68		CC	Reimbursement for Catering for Transfer Academy
P0128223	Ann Marie Ruelas	\$ 256.89		CC	Reimbursement for Catering for CARE Seminar Event
P0128224	Mario Saldierna	\$ 34.50		FC	Student Fees Reimbursement
P0128225	Amazon Business	\$ 206.62		FC	Office Supplies
P0128226	Flor Huerta	\$ 345.00		AC	Sabbatical Reimbursement
P0128227	American Floor Mats	\$ 651.15		CC	Instructional Supplies
P0128228	Yanchar Design & Consulting Group	\$ 12,500.00		FC	Control Room & Studio Design
P0128229	Sodexo Inc and Affiliates	\$ 199.63		FC	Catering for Latino Students Forum
P0128230	Cynmar Corporation	\$ 388.32		CC	Lab Supplies
P0128231	Fisher Scientific Co LLC	\$ 1,998.88		CC	Lab Supplies
P0128232	OCLC Inc	\$ 5,000.00		FC	Publication Subscription Renewal
P0128233	Sodexo Inc and Affiliates	\$ 423.74		FC	Catering for Student Mixer
P0128234	Jostens	\$ 2,159.54		FC	Diploma Supplies
P0128235	Orange County Telescope	\$ 883.56		CC	Lab Supplies
P0128236	Outdoor Cap Co Inc	\$ 1,310.07		FC	Athletic Supplies
P0128237	Amazon Business	\$ 86.63		CC	Lab Supplies
P0128238	Scantron Corporation	\$ 616.60		FC	Instructional Supplies
P0128239	Henry Schein Inc	\$ 9,033.65		CC	Lab Supplies
P0128240	Siemens Industry Inc	\$ 5,000.00		CC	Maintenance Renewal
P0128241	Sodexo Inc and Affiliates	\$ 127.10		FC	Catering for New Faculty Meeting
P0128242	Sodexo Inc and Affiliates	\$ 257.70		FC	Catering for Peer Undergrad Mentorship Program
P0128244	Outdoor Cap Co Inc	\$ 668.05		FC	Athletic Supplies
P0128245	Barco Products Co	\$ 3,898.06		AC	Outdoor Seating
P0128264	Fascella Finishes Inc	\$ 11,600.00		FC	Cabinet Installation and Relocation Services
P0128265	South Coast Higher Education Council	\$ 50.00		FC	Institutional Membership
P0128266	CDW Government Inc	\$ 87.24		FC	Computer Components
P0128267	Christie Diep	\$ 293.84		CC	Reimbursement for Summer Boost Event Materials
P0128268	Adorama	\$ 14,087.30		FC	Camera and Accessories
P0128269	Amazon Business	\$ 321.35		CC	Lab Supplies
P0128271	ServiceFirst	\$ 6,357.81		CC	Air Conditioner Repairs

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0128272	Tredent Data Systems Inc	\$ 3,883.13		CC	Computer Network Switch
P0128273	Blackboard, Inc	\$ 12,000.00		CC	Software License Renewal
P0128274	Airgas-West Inc	\$ 310.10		CC	Facilities Supplies
P0128275	Jaimie Loy	\$ 31.00		FC	Student Fees Reimbursement
P0128276	Melanie Windhorst	\$ 64.50		FC	Student Fees Reimbursement
P0128277	Blackboard, Inc	\$ 12,000.00		FC	Software License Renewal
P0128278	Destiny Trumble	\$ 64.50		FC	Student Fees Reimbursement
P0128280	County of Orange	\$ 3,718.50		FC	Sewer Usage Fee
P0128281	VMI Inc	\$ 6,572.75		FC	Audio and Video Equipment
P0128282	Ricoh USA	\$ 9,880.25		FC	Printer Heads
P0128283	United Volleyball Supply LLC	\$ 772.68		FC	Athletic Supplies
P0128284	King Van & Storage Inc	\$ 4,795.80		FC	Furniture Moving Services
P0128285	Doing Good Works	\$ 7,281.48		FC	Promotional Supplies
P0128286	Toshiba Business Solutions	\$ 11,973.61		FC	Copier
P0128287	Office Depot	\$ 2,000.00		FC	Blanket Order for Office Supplies
P0128288	Office Depot	\$ 2,000.00		CC	Blanket Order for Office Supplies
P0128289	Home Depot	\$ 500.00		FC	Blanket Order for Instructional Supplies
P0128290	Mandla Kayise	\$ 500.00		CC	Speaker for Science Tech Engineering Math Symposium
P0128291	Cal Pro Specialties	\$ 3,179.12		FC	Promotional Materials
P0128292	Corporate Business Interiors Inc	\$ 6,750.00		NOCE	Furniture Storage Fee
P0128293	CDW Government Inc	\$ 81.16		NOCE	Software License
P0128295	JT Print It	\$ 336.19		FC	Promotional Materials
P0128297	Nick Arman	\$ 227.41		FC	Field Trip Reimbursement
P0128298	National League for Nursing Inc	\$ 2,600.00		CC	Online Nursing Exams
P0128299	Office Depot	\$ 3,500.00		NOCE	Blanket Order for Office Supplies
P0128300	Shandam Consulting Inc	\$ 78,400.00	Capital Outlay	AC	Network Verification & Validation Services @ AC
P0128301	VitalSmarts LC	\$ 353.14		AC	Textbooks
P0128302	GI Energy	\$ 21,407.07	Capital Outlay	AC	Motor Repair Services @ CC
P0128303	MetroMedia, Inc.	\$ 1,090.00		CC	Advertising Fees
P0128304	BSN Sports LLC	\$ 4,285.07		FC	Athletic Supplies

**\$1,451,890.31**

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	November 13, 2018	Resolution	<u>X</u>
<b>SUBJECT:</b>	2018-2019 Budget Transfer: General Funds	Information	<u></u>
		Enclosure(s)	<u>X</u>

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

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

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

**How does this relate to the five District Strategic Directions?** This item responds to 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 2018-2019 General Fund transfers netting to the amount of \$753,206 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams

3.b.1

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Recommended by

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Approved for Submittal

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Item No.

Budget Transfers  
11-13-2018

**1. 17748: Student Equity Program - CC**

Transfer to cover professional expert salary and to cover professional expert and STEM director benefits

From:	2100 Noninstructional Salaries	(31,291)
To:	2300 Noninstructional Salaries	16,030
	3900 Benefits	15,261

**2. 11100: Prior Year Funds - CC**

Transfer to cover salaries for hourly clerical staff for the Library.

From:	4000 Supplies & Materials	(12,000)
To:	2300 Noninstructional Salaries	12,000

**3. 17748: Student Equity Program - CC**

Transfer to distribute approved allocation for outreach supplies and travel for CAPED conference.

From:	4000 Supplies & Materials	(10,046)
To:	5000 Other Operating Expenses & Services	10,046

**4. 17748: Student Equity Program - CC**

Transfer to cover salaries for student workers for providing a diversity within departments on campus in accordance with approved program plans.

From:	4000 Supplies & Materials	(38,000)
To:	2300 Noninstructional Salaries	38,000

**5. 17749: Student Equity Program - CC**

Transfer to distribute approved allocation for Library & Learning Resource Center Tutoring Services.

From:	4000 Supplies & Materials	(150,000)
To:	2200 Instructional Aides	150,000

**6. 17749: Student Equity Program - CC**

Transfer to distribute approved allocation for EOPS and Guardian Scholars.

From:	4000 Supplies & Materials	(50,000)
To:	5000 Other Operating Expenses & Services	50,000

Budget Transfers  
11-13-2018

**7. 17247: Strong Workforce Initiative - Local - CC**

Transfer to provide budget to complete the purchase of simulation training units for the advanced manufacturing and engineering technology program.

From:	5000 Other Operating Expenses & Services	(12,425)
To:	4000 Supplies & Materials	510
	6000 Capital Outlay	11,915

**8. 17749: Student Equity Program - CC**

Transfer to cover payroll costs of Learning Resource Center hourly tutors.

From:	2200 Instructional Aides	(50,000)
To:	2400 Instructional Aides	50,000

**9. 17257: Strong Workforce Program - Regional - CC**

Transfer to align budget with approved program plans.

From:	4000 Supplies & Materials	(23,296)
To:	6000 Capital Outlay	23,296

**10. 17258: Strong Workforce Program - Regional - CC**

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(59,995)
To:	6000 Capital Outlay	59,995

**11. 11100: Prior Year Funds - CC**

Transfer to provide budget to departments for instructional and operational needs.

From:	6000 Capital Outlay	(370,500)
To:	2100 Noninstructional Salaries	68,000
	3900 Benefits	56,000
	5000 Other Operating Expenses & Services	246,500

**12. 17050: Lottery - Restricted - CC**

Transfer to cover purchase of library databases.

From:	4000 Supplies & Materials	(81,000)
To:	5000 Other Operating Expenses & Services	81,000



Budget Transfers  
11-13-2018

**13. 11100: Prior Year Funds - CC**

Transfer to provide budget to departments for instructional and operational needs.

From:	6000 Capital Outlay	(12,602)
To:	1400 Noninstructional Salaries	2,056
	3900 Benefits	338
	4000 Supplies & Materials	9,363
	5000 Other Operating Expenses & Services	845

**14. 15419: Perkins IV - CC**

Transfer to align budget with approved program plans.

From:	4000 Supplies & Materials	(65,925)
To:	1200 Noninstructional Salaries	10,150
	2100 Noninstructional Salaries	22,000
	2300 Noninstructional Salaries	28,975
	3900 Benefits	3,800
	5000 Other Operating Expenses & Services	1,000



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
<b>DATE:</b>	November 13, 2018	Information	X
		Enclosure(s)	X
<b>SUBJECT:</b>	Quarterly Financial Status Report Ended September 30, 2018		

**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 September 30, 2018.

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

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

**How does this relate to Board Policy:** This 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 September 30, 2018, as required by §58310 of Title 5.

Fred Williams

Recommended by

Approved for Submittal

3.c.1

Item No.

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

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

**CHANGE THE PERIOD** ▼

**Fiscal Year: 2018-2019**

**Quarter Ended: (Q1) Sep 30, 2018**

**District: (860) NORTH ORANGE**

Line	Description	As of June 30 for the fiscal year specified		
		Actual 2015-16	Actual 2016-17	Actual 2017-18 Projected 2018-2019
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>				
<b>A.</b>	<b>Revenues:</b>			
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	222,624,900	221,215,270	230,355,433
A.2	Other Financing Sources (Object 8900)	36,363	61,734,006	1,081,156
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	222,661,263	282,949,276	231,436,589
<b>B.</b>	<b>Expenditures:</b>			
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	194,864,258	266,941,933	208,361,366
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	23,726,429	2,971,484	3,169,502
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	218,590,687	269,913,417	211,530,868
<b>C.</b>	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	4,070,576	13,035,859	19,905,721
<b>D.</b>	<b>Fund Balance, Beginning</b>	42,057,784	46,128,360	59,164,219
D.1	Prior Year Adjustments + (-)	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	42,057,784	46,128,360	59,164,219
<b>E.</b>	<b>Fund Balance, Ending (C. + D.2)</b>	46,128,360	59,164,219	79,069,940
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	21.1%	21.9%	37.4%

**II. Annualized Attendance FTES:**

G.1	Annualized FTES (excluding apprentice and non-resident)	35,686	36,941	32,484	32,484
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

As of the specified quarter ended for each fiscal year					
		2015-16	2016-17	2017-18	2018-2019
H.1	Cash, excluding borrowed funds		70,365,051	65,256,137	96,702,201
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1 + H.2)	50,251,193	70,365,051	65,256,137	96,702,201

**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)
<b>I.</b>	<b>Revenues:</b>				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8600)	224,324,005	224,324,005	44,002,134	19.6%
I.2	Other Financing Sources (Object 8900)	1,057,988	1,057,988	0	
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	225,381,993	225,381,993	44,002,134	19.5%
<b>J.</b>	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	221,921,500	221,921,500	44,998,450	20.3%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,571,848	2,571,848	150,952	5.9%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	224,493,348	224,493,348	45,149,402	20.1%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	888,645	888,645	-1,147,268	
L	Adjusted Fund Balance, Beginning	79,069,940	79,069,940	79,069,940	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	79,958,585	79,958,585	77,922,672	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	35.6%	35.6%		

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		Permanent		Academic		Temporary		Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
<b>a. SALARIES:</b>										
Year 1:										
Year 2:										
Year 3:										
<b>b. BENEFITS:</b>										
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?

**NO**

This year?  
Next year?

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

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
<b>DATE:</b>	November 13, 2018	Resolution	_____
<b>SUBJECT:</b>	Quarterly Investment Report and Irrevocable Retiree Benefits Trust Report as of September 30, 2018	Information	_____ X
		Enclosure(s)	_____ X

**BACKGROUND:** Information is being presented to the Board on the status of the District's investments as well as the status of the assets in the Irrevocable Retiree Benefits Trust.

## Quarterly Investment Report

The Quarterly Investment Report for the quarter ended September 30, 2018, is submitted for the District's funds 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 September 30, 2018, the District had **\$290,229,147.68** on deposit. The total of the Orange County Treasurer's Combined Educational Investment Pool, at net book value, was **\$4,439,034,297** and the market value was **\$4,416,020,298**. This represents an unrealized loss for accounting purposes of approximately 0.52%, which equates to **\$1,504,682** for the District. This paper loss is the result of an increase in interest rates, which caused the values to decrease. The average net interest rate for the quarter ended September 30, 2018, was **1.68%**. Net interest earned for the quarter totaled **\$1,225,881.50**.
2. **Cypress College and Fullerton College Investments.** As of September 30, 2018, the colleges' investments total **\$2,038,998.43**. This amount was invested in certificates of deposit with the interest rates varying from **1.49%** to **2.45%**.

Investments in the Orange County Treasurer's Money Market Educational Investment Pool and the Cypress and Fullerton Colleges' investments meet the standards of Board Policy 6320, Investments.

## Irrevocable Retiree Benefits Trust Report

Starting in fiscal year 2017, after approval of action by the Board, the District began moving funds to its Irrevocable Retiree Benefits Trust ("Trust"). Investments of the Trust are made within the investment policy approved by the Retirement Board established for the Trust.

For the quarter ended September 30, 2018, the portfolio value changed from **\$96,104,279.47** to **\$98,268,578.60**, a change in value of **\$2,164,299.13**. No contributions or withdrawals were made during this quarter. The time weighted return net of fees was **2.21%** quarter-to-date.

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

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

**How does this relate to Board Policy:** This 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 and the Irrevocable Retiree Benefits Trust Report for the quarter ended September 30, 2018.

Fred Williams

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Recommended by

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Approved for Submittal

3.d.2

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Item No.



## Cash in County Treasury

As of September 30, 2018

General Fund	\$	96,702,200.80
Child Development Fund		50,680.14
FC Bursar Fund		3,179,061.40
CC Bursar Fund		1,054,827.03
Capital Outlay Fund		56,606,404.51
Self Insurance Fund		33,607,836.82
Retiree Benefit Fund		4,688.12
Student Financial Aid Fund		6,546,625.19
Bond Fund		92,476,823.67
<b>Total</b>	<b>\$</b>	<b>290,229,147.68</b>

**ORANGE COUNTY TREASURER-TAX COLLECTOR**  
**INVESTMENT POOL STATISTICS**  
**FOR THE MONTH AND QUARTER ENDED: September 30, 2018**

**INVESTMENT STATISTICS - By Investment Pool<sup>(1)</sup>**

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 9/30/2018	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV <sup>(6)</sup>
<b>COMBINED POOL BALANCES</b> <b>(includes the Extended Fund)</b>						
	MARKET Value \$ 3,767,385,607	357	1.86%	1.76%	1.69%	0.99 <sup>(6)</sup>
	COST (Capital) \$ 3,788,593,504					
<b>Orange County Investment Pool (OCIP)</b>	MONTHLY AVG Balance \$ 3,761,688,842					
	QUARTERLY AVG Balance \$ 3,815,987,973					
	BOOK Value \$ 3,788,455,916					
	MARKET Value \$ 4,416,020,298	340	1.89%	1.80%	1.75%	0.99 <sup>(6)</sup>
	COST (Capital) \$ 4,439,156,895					
<b>Orange County Educational Investment Pool (OCEIP)</b>	MONTHLY AVG Balance \$ 4,530,663,894					
	QUARTERLY AVG Balance \$ 4,767,167,150					
	BOOK Value \$ 4,439,034,297					

**INVESTMENT STATISTICS - Non-Pooled Investments<sup>(2)</sup>**

DESCRIPTION	CURRENT BALANCE	INVESTMENT BALANCES AT COST
<b>Specific Investment</b>		
<b>Funds:</b>	MARKET Value \$ 99,957,530	John Wayne Airport Investment Fund 46,294,341
283, FVSD, CCCD	COST (Capital) \$ 101,466,899	Fountain Valley School District Fund 40 34,790,770
	MONTHLY AVG Balance \$ 106,233,328	CCCD Series 2017E Bonds 20,381,788
	QUARTERLY AVG Balance \$ 106,447,701	
	BOOK Value \$ 101,282,858	
		\$ 101,466,899

**MONTH END TOTALS**

INVESTMENTS & CASH		INVESTMENTS & CASH	
<b>COUNTY MONEY MARKET FUND (OCMMF)</b>			
County Money Market Fund	\$ 622,453,122	OCIP	\$ 3,841,662,558
County Cash & Cash Equivalent <sup>(4)</sup>	53,069,054	OCEIP	4,535,182,104
<b>EXTENDED FUND</b>	6,641,657,836	Specific Investment Funds	101,466,899
<b>EDUCATIONAL MONEY MARKET FUND (OCEMMF)</b>		Non-Pooled Cash & Cash Equivalent <sup>(4)</sup>	22,994,815
Educational Money Market Fund	963,639,441		
Educational Cash & Cash Equivalent <sup>(4)</sup>	96,025,209		
<b>NON-POOLED INVESTMENTS</b>			
Non-Pooled Investments @ Cost	101,466,899		
Non-Pooled Cash & Cash Equivalent <sup>(4)</sup>	22,994,815		
	\$ 8,501,306,376		\$ 8,501,306,376

**KEY POOL STATISTICS**

INTEREST RATE YIELD		WEIGHTED AVERAGE MATURITY (WAM)	
OCMMF - MONTHLY GROSS YIELD	1.68%	OCMMF	40
OCEMMF - MONTHLY GROSS YIELD	1.95%	OCEMMF	51
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD	2.06%	JOHN WAYNE AIRPORT WAM	86
OCIP - YTD NET YIELD <sup>(3)</sup>	1.63%	LGIP WAM (Standard & Poors)	33
OCEIP - YTD NET YIELD <sup>(3)</sup>	1.68%		
90-DAY T-BILL YIELD - MONTHLY AVERAGE	2.16%		

**ORANGE COUNTY TREASURER-TAX COLLECTOR**  
**INVESTMENT POOL STATISTICS**  
**FOR THE MONTH AND QUARTER ENDED: September 30, 2018**

**INVESTMENT STATISTICS - By Investment Fund**

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 9/30/2018	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV <sup>(6)</sup>
<u>County Money Market Fund (OCMMF)</u>	MARKET Value \$ 623,483,218	40	2.03%	1.68%	1.65%	1.00
	COST (Capital) \$ 622,453,122					
	MONTHLY AVG Balance \$ 598,229,576					
	QUARTERLY AVG Balance \$ 611,442,140					
	BOOK Value \$ 623,595,668					
<u>Educational Money Market Fund (OCEMMF)</u>	MARKET Value \$ 964,913,807	51	2.09%	1.95%	1.88%	1.00
	COST (Capital) \$ 963,639,441					
	MONTHLY AVG Balance \$ 1,055,146,440					
	QUARTERLY AVG Balance \$ 1,273,946,626					
	BOOK Value \$ 964,922,066					
<u>Extended Fund</u>	MARKET Value \$ 6,595,008,880	420	1.83%	1.77%	1.70%	0.99 <sup>(6)</sup>
	COST (Capital) \$ 6,641,657,836					
	MONTHLY AVG Balance \$ 6,638,976,720					
	QUARTERLY AVG Balance \$ 6,697,766,357					
	BOOK Value \$ 6,638,972,479					

**ALLOCATION OF EXTENDED FUND**

<u>Extended Fund</u> <u>OCIP Share</u>	MARKET Value \$ 3,143,902,389	420	1.83%	1.77%	1.70%	0.99
	COST (Capital) \$ 3,166,140,382					
	MONTHLY AVG Balance \$ 3,163,459,266					
	QUARTERLY AVG Balance \$ 3,204,545,833					
	BOOK Value \$ 3,164,860,248					
<u>OCEIP Share</u>	MARKET Value \$ 3,451,106,491	420	1.83%	1.77%	1.70%	0.99
	COST (Capital) \$ 3,475,517,454					
	MONTHLY AVG Balance \$ 3,475,517,454					
	QUARTERLY AVG Balance \$ 3,493,220,524					
	BOOK Value \$ 3,474,112,231					
<u>Modified Duration</u>	1.13					

- (1) The Combined Pool Balances include the County and Educational Money Market Funds and their respective portions of the Extended Fund.
- (2) 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.
- (3) The Net Yield differs from the Monthly Gross Yield as it includes the deduction of the Investment Administrative Fee.
- (4) Balances include investments matured on 9/30/2018 (Sunday), cash was not received until 10/1/2018 (Monday).
- (5) 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.
- (6) The OCIP and OCEIP market values in the current year have caused the current NAVs to drop to .99, as the Extended Fund portion represents 84% and 78% of the total OCIP and OCEIP balances, and its NAV is .99. The Extended Fund generally purchases investments between 1 and 5 years, and the decrease in NAV of 1% is due to several Federal Reserve, short-term rate increases totaling 1.75% since November 2016. The OCIP and OCEIP have sufficient liquidity to meet projected cash flow needs.

**CYPRESS COLLEGE INVESTMENTS  
MONTH ENDING September 30, 2018**

<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</i>	<i>(6 mos - 2 years)</i>	CD # OBP-774145	Union Banc	9/27/2019	\$ 800,000.00	1.75%-2.45%
	<i>(3 years)</i>	CD # 911593-41	Schools 1st FCU	1/22/2020	\$ 106,871.47	1.650%
	<i>(3 years)</i>	CD # 0092620172-1000	East West Bank	9/25/2019	\$ 254,546.23	1.750%
	<i>(3 years)</i>	CD # 920880751-293841	NuVision FCU	1/22/2020	\$ 266,508.42	1.492%
<i>Total Bursar Investments</i>					<u>\$ 1,427,926.12</u>	
<i>Associated Students</i>		CD # 911593-40 (3 Years CD)	Schools 1st FCU	10/8/2019	\$ 160,095.34	1.49%
<i>Total Associated Students</i>					<u>\$ 160,095.34</u>	
<i>Total Investments</i>					<u><u>\$ 1,588,021.46</u></u>	

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

**Fullerton College  
Investment Report  
For Period Ended 9/30/18**

Fund	Investment Type	Issuer	Interest Rate	Maturity Date	Estimated Value
Assoc. Students	CD	Schools First Federal Credit Union	1.980	8/13/2019	212,439.68
Assoc. Students	CD	Schools First Federal Credit Union	2.230	8/2/2022	102,630.50
Bursar	CD	Schools First Federal Credit Union	2.130	9/14/2019	103,935.63
Assoc. Students	CD	Schools First Federal Credit Union	2.030	9/14/2019	31,971.16
					<b><u>\$ 450,976.97</u></b>

Note: \$3,000,000 invested with County Department of Education (with interest accrued)

Irrevocable Retiree Benefits Trust  
Performance Report  
Quarter Ended 9/30/18

	Quarter ended <u>9/30/18</u>
Portfolio Value Start of Period	\$ 96,104,279.47
Contributions	-
Withdrawals	-
Change in Market Value	1,828,646.53
Income Received	424,969.30
Portfolio Fees	<u>(89,316.70)</u>
Portfolio Value on 9/30/18	<u>\$ 98,268,578.60</u>

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
Resolution             
**DATE:** November 13, 2018 Information             
Enclosure(s)             
**SUBJECT:** Award RFP #1819-03, District-Wide  
 Managed Print Services Program

**BACKGROUND:** In December 2018, the District’s five-year contract with Managed Print Services (MPS) will expire. Managed Print Services (MPS) are services offered by an external vendor to optimize and manage an organization’s document output. The MPS Agreement will provide a single source for all supplies, maintenance and support through one vendor.

In August 2018, the District issued a request for proposals (RFP) for District-Wide Managed Print Services Program, #1819-03. The District received five (5) proposals from the following vendors:

COMPANY	PROPOSED COST per Black/White Print	PROPOSED COST per Color Print
AMTEK Computer Services	.0125	.05625
C3 Technology Services	.0621	.170
MRC Smart Technology Solutions	.0089	.0699
Office Depot, Inc.	.0114	.0789
The Circle, Inc.	.0075	.0725

A District Committee (Committee) was formed which included Information Services Managers from the District, Cypress College, Fullerton College and the North Orange Continuing Education. The Committee reviewed the submitted proposals based on the following major criterions:

- Technical Support
- Staffing
- Corporate Viability
- Experience
- Reports
- Financial
- Pricing

After the Committee reviewed the proposals, the following three (3) companies were invited for an interview with the Committee:

- MRC Smart Technology Solutions
- Office Depot, Inc.
- The Circle, Inc.

After the interview, the Committee unanimously agreed to recommend MRC Smart

Technology Solutions to provide managed print services district-wide. Additional analysis of the District-wide printers revealed that there are significantly more black and white printers compared to color printers. Based on these findings, the District Purchasing Office was successfully able to negotiate with MRC Smart Technology Solutions into lowering the proposed pricing down to match the lowest bidding price of .0075 per B&W print and .0725 for color prints to offset the larger amount of B&W prints.

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:** All costs will be funded from the appropriate account.

**RECOMMENDATION:** Authorization is requested to award RFP #1819-03, District-Wide Managed Print Services Program, to MRC Smart Technology Solutions for a five-year contract. The initial term of the agreement will be for a one-year period beginning January 2, 2019, with the option to renew for four (4) years, renewable in one-year increments by written amendment unless terminated earlier. 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

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	
<b>DATE:</b>	November 13, 2018	Information	
		Enclosure(s)	
<b>SUBJECT:</b>	Renew Consulting Agreement with MAAS Companies Inc. for Program Management Services		

**BACKGROUND:** On September 22, 2015, the Board approved to enter into a consulting agreement with MAAS Companies, Inc. (MAAS) to provide staff augmentation; program-wide management; design consultant selection; design management; bid management; construction management, if required; post-construction and occupancy management; project finance; and sustainability services.

The agreement term ends on November 5, 2018; however, the term of the approved agreement includes two one-year renewal options upon approval by the Board of Trustees annually. It is requested that, rather than exercising the one-year option, the Board approve the renewal of the consulting agreement with MAAS for two additional years, commencing November 6, 2018 through November 5, 2020. MAAS's billing rates shall remain the same and as originally approved by the Board.

Principal	\$185	Scheduler	\$135
Program Manager	\$175	Finance Manager	\$135
Associate Program Manager	\$165	Project Accountant	\$120
Senior Project Manager	\$155	Document Control Clerk	\$90
Project Manager	\$145	Accounting Assistant	\$85
Assistant Project Manager	\$110	Contracts Specialist	\$85
Estimator	\$140	Administrative Staff	\$70

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 6600, Capital Construction.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Over the first three years, MAAS was paid the total sum of \$2,423,687, inclusive of reimbursables, which is well below the agreed initial three year not-to-exceed amount of \$3,600,000. MAAS' total fees shall not exceed \$6,000,000, inclusive of reimbursables for the entire five-year duration of the agreement and shall be charged to Measure J Bond Funds and Capital Outlay Fund.

**RECOMMENDATION:** Authorization is requested to renew the consulting agreement with MAAS Companies Inc. and extend the term of the agreement from November 6, 2018 through November 5, 2020. MAAS' total fees shall not exceed \$6,000,000 inclusive of reimbursables for the entire five-year duration of the agreement. MAAS's billing rates shall remain the same and as originally approved by the Board.

Principal	\$185	Scheduler	\$135
Program Manager	\$175	Finance Manager	\$135
Associate Program Manager	\$165	Project Accountant	\$120
Senior Project Manager	\$155	Document Control Clerk	\$90
Project Manager	\$145	Accounting Assistant	\$85
Assistant Project Manager	\$110	Contracts Specialist	\$85
Estimator	\$140	Administrative Staff	\$70

Any extensions or renewals beyond the initial five years will be set forth in a written amendment to the agreement. Authorization is further requested for the Vice Chancellor, Finance & Facilities, to execute the amendment to the agreement on behalf of the District.

Fred Williams

3.f.2

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Recommended by

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Approved for Submittal

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
<b>DATE:</b>	November 13, 2018	Information	_____ X
		Enclosure(s)	_____ X
<b>SUBJECT:</b>	Public Self-Insurer's Annual Report for Fiscal Year 2017-18		

**BACKGROUND:** As the District is self-insured for its Workers' Compensation program, it is a requirement to submit a Public Self-Insurer's Annual Report to the State of California, Department of Industrial Relations, Division of Self-Insurance Plans. This report contains workers' compensation financial information such as the amount incurred (total reserve amount), paid to date, and future liability. According to Labor Code Section 3702.6(b), the Board must be informed of the total liabilities reported in the Public Self-Insurer's Annual Report for Fiscal Year 2017-18. The funding of these liabilities is in compliance with the requirements of the Government Accounting Standards Board Publication 10.

This agenda item was submitted by Tami A. Oh, District Director, Risk Management.

**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 6540, Insurance.

**FUNDING SOURCE AND FINANCIAL IMPACT:** A liability accrual is included in the Self-Insurance Fund to recognize estimated potential future workers' compensation liabilities.

**RECOMMENDATION:** It is recommended that the Board review the Public Self-Insurer's Annual Report for Fiscal Year 2017-18, and acknowledge the Estimated Future Liability of \$2,156,662 as reported to the State.

Fred Williams

Recommended by

Approved for Submittal

3.g.1

Item No.



# Public Self Insurers ER Annual Report

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For Fiscal Year 2017-18

October 1, 2018  
North Orange County Community College District  
1830 W Romneya Ave  
Anaheim, CA 92801 1819

**FORM AR-2 (1-2016)**

State of California

**Employer**

General Information:

<b>Certificate Number</b>	7561	<b>Period Of Report</b>	Annual
<b>(Period) From</b>	07/01/2017	<b>(Period) To</b>	06/30/2018

Master Certificate Holder:

<b>Name</b>	North Orange County Community College District		
<b>Address 1</b>	1830 W Romneya Ave		
<b>Address 2</b>		<b>FTIN</b>	95-2394131
<b>City</b>	Anaheim	<b>State</b>	CA <b>Zip</b> 92801 1819
<b>State of Incorporation</b>			

State of California

During the reporting period of this report, has there been any of the following with respect to the Master Certificate Holder for any affiliate?

None

Any additions to the Self Insurance Program?

None

Employment and wages paid in current fiscal year:

**Number of Employees** 3,691

**Total Wages and Salaries Paid** \$162,484,144

Addressed Correspondence For Related Self-Insurance Matters:

**Company Name** North Orange County Community College District

**Name** Tami Oh

**Title** District Director of Risk Management

**Phone** (714) 808-4779

**Fax** (714) 808-4744

**Email Address** toh@nocccd.edu

**Address 1** 1830 W. Romneya Drive

**Address 2**

**City** Anaheim

**State** CA **Zip** 92801

**Web Site**

State of California

TPA Adjusting Locations:

Has there been a change in TPA Adjusting Locations during this reporting period that has not yet been reported to OSIP? No

Have you added any new TPA Adjusting Locations during this reporting period that has not yet been reported to OSIP? No

Record Storage:

Are there open and closed claims stored at a location other than the adjusting location? No

Insurance Coverage:

1) During this reporting period, does your company maintain a standard workers' compensation insurance policy to cover any of your California liabilities? No

2) During this reporting period, does your company have a specific excess workers' compensation policy in force to cover any of your California liabilities? Yes

	<b>Insurance Company Name</b>	<b>Policy Number</b>	<b>Policy Issue Date</b>
1)	New York Marine Ane General Insurance Company	WC2017EPP00066	07/01/2017
	<b>Attachment</b> 17-18 EWC Policy.pdf		
	<b>Retention Limit</b> \$500,000		

3) Do you carry an aggregate(stop loss) workers' compensation insurance policy? No

State of California

Certification By Authorized Representative:

**Company Name** North Orange County Community College District

**Name** Tami Oh

**Title** District Director of Risk Management

**Phone** (714) 808-4779

**Fax** (714) 808-4744

**Email Address** toh@noccd.edu

**Address 1** 1830 W. Romneya Drive

**Address 2**

**City** Anaheim

**State** CA **Zip** 92801

**Name of Person Legally Responsible for this Electronic Signature:**

Tami A Oh ( Date/Time of Signature ) - 10/01/2018 12:01



State of California

**Report Location Number:**

**Identification of Location**

**Certificate Holder**

7561-01-347 A

HAZELRIGG CLAIMS MANAGEMENT SERVICES at CHINO HILLS

North Orange County Community College District

CASES AND BENEFITS (to the nearest dollar)				From Date-	07/01/2017	To Date-	06/30/2018
		Incurred Liability		Paid To Date		Future Liability	
Date	#	Indemnity	Medical	Indemnity	Medical	Indemnity	Medical
1) Cases open as of 06/30/2018 reported prior to 2013/14	15	\$1,076,627	\$2,641,968	\$738,579	\$1,272,668	\$338,048	\$1,369,300
2) Open and closed Liabilities							
A) All Cases reported in 2013/14	35	\$97,609	\$126,195	\$86,568	\$109,838	\$11,041	\$16,357
2013/14 Cases open	3	\$51,980	\$51,248	\$40,939	\$34,891	\$11,041	\$16,357
B) All Cases reported in 2014/15	25	\$85,967	\$45,540	\$85,967	\$45,540	\$0	\$0
2014/15 Cases open	0	\$0	\$0	\$0	\$0	\$0	\$0
C) All Cases reported in 2015/16	33	\$43,886	\$103,093	\$17,641	\$72,855	\$26,245	\$30,238
2015/16 Cases open	2	\$28,663	\$44,107	\$2,418	\$13,869	\$26,245	\$30,238
D) All Cases reported in 2016/17	23	\$48,312	\$145,748	\$10,393	\$68,887	\$37,919	\$76,861
2016/17 Cases open	5	\$44,728	\$133,074	\$6,809	\$56,213	\$37,919	\$76,861
E) All Cases reported in 2017/18	37	\$95,629	\$230,355	\$19,438	\$55,893	\$76,191	\$174,462
2017/18 Cases open	18	\$94,538	\$215,476	\$18,347	\$41,014	\$76,191	\$174,462

	\$ Indemnity	\$ Medical
SUBTOTAL	\$489,444	\$1,667,218
TOTAL		\$2,156,662
	\$ Indemnity	\$ Medical
	\$46,665	\$224,632

3) Estimate Future Liability (Indemnity Plus Medical)

4) Total Benefits Paid During 2017/18 (Including all case expenditures). The indemnity amount includes the amount of LC § 4800/4850 benefits paid for the year (total of Lines 11 and 12)

5) Number of MEDICAL-ONLY Cases Reported in 2017/18

6) Number of INDEMNITY Cases Reported in 2017/18

7) Total of 5 and 6 (Also entered in 2E above)

8) Total Number of open Indemnity Cases (All Years)

9) Number of Fatality Cases Reported In 2017/18

10) (a) Number of FY 2017/18 claims for which the employer or administrator was notified of representation by an attorney or legal representative in 2017/18

10) (a) Number of non-FY 2017/18 claims for which the employer or administrator was notified of representation by an attorney or legal representative in 2017/18

11) Amount from salary continuation payments made pursuant to LC § 4800/4850 that is in excess of the applicable temporary disability rate for the period paid.

12) Amount from salary continuation payments made pursuant to LC § 4800/4850 capped at the temporary disability rate for the period paid.

20
17
37
28
0
1
1
\$0
\$0

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ALL Open Indemnity Claims (by reporting and by year) reported and with claims: NOCCCD OSIP Report.pdf

State of California

**Dual Jurisdiction Claims**

Please note that California Labor Code Section 3702.2(b) requires that "... the annual report of a self-insured employer who has self-insured both state and federal workers' compensation liability shall also be set forth (1) amount of all compensation liability incurred, paid-to-date, the estimated future liability under both this chapter and under the federal longshore and Harbor Worker's Compensation Act (33 U.S.C Sec. 901 et seq.), and (2) the identity and the amount of the security deposit securing the employer's liability under state and federal self-insured programs."

Accordingly, please indicate all California exposure on your Self Insurer's Annual Report, and, in addition identify each Claim with dual jurisdiction on Separate List of Open Indemnity Claims. For those claims, indicate the incurred, paid-to-date, and estimated future liabilities for federal exposure. Please also indicate the amount and the type of security deposit securing those claims.

**Instructions To Claims Administrator For Specific Excess Insurance**

The TPA should provide a sum of the unpaid excess carrier excess liability under "Calculation of Specific Excess Coverage Entry for the Annual Reports". In addition, provide a list of claims for which specific excess credit is being claimed. This may be provided as a spreadsheet. Indicate in the list of claims the following information:

The list shall include the name of the claimant, claim number, date of injury, description of injury, carrier name and policy number, policy coverage period, retention level of policy and paid to date in indemnity or medical benefits, and the estimated future liability of the claim minus the total unpaid employer retention, which equals the total unpaid carrier liability, whether the claim has been reported to a carrier, if the claim has been accepted by the carrier, if the carrier has denied any part of the liability of the claim.

Refer to OSIP website for sample format of the Excess Credit Calculation form.

**Calculation Of Specific Excess Coverage Entry For Annual Reports:**

Enter the sum of the total unpaid carrier excess liability claimed from the "Specific Excess Insurance Policy Coverage". If none enter "0". \$

**Files Uploaded**

**Certification**

Administrating Agency's Certificate Number 347

Or Self Administered

I declare under penalty of perjury that I have prepared or caused this report to be prepared and I have examined this liabilities report to be prepared and I have examined this liabilities report of this self insurer's worker's compensation liabilities. To the best of my knowledge and belief this report is true, correct and complete with respect to the worker's compensation liabilities incurred and paid. I further declare under the penalty of perjury that the estimates of future liability of worker's compensation claims made in this report reflect the administrator's best judgement as to the future liability of claims, using prevailing industry standards, and the signatory intends Self Insurance Plans to rely upon the representation.

<b>Agency Name</b>	HAZELRIGG CLAIMS MANAGEMENT SERVICES		
<b>Name</b>	Dan Madrigal		
<b>Phone</b>	(909) 606-6373	<b>Fax</b>	
<b>Email Address</b>	dan@hazelriggclaims.com		
<b>Address 1</b>	15345 Fairfield Ranch Rd #250		
<b>Address 2</b>			
<b>City</b>	Chino Hills	<b>State</b>	CA <b>Zip</b> 91709

**Name of Person Legally Responsible for this Electronic Signature:**

Sherry Marie Edwards ( Date/Time of Signature ) - 09/10/2018 12:25

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action  X   
**DATE:** November 13, 2018 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
Enclosure(s) \_\_\_\_\_  
**SUBJECT:** Change Order #1 for Bid #1718-24,  
Parking Lot #5 Expansion at Cypress  
College

**BACKGROUND:** On April 24, 2018, the Board awarded a contract to Golden Bear Construction, Inc. in the amount of \$1,399,549.30 plus an allowance amount of \$125,000 for unforeseen conditions, total contract price was \$1,524,549.30 for the Parking Lot #5 Expansion at Cypress College.

Unforeseen issues arose during the construction. The total cost to address the issues was \$126,002.86. Cypress College applied the allowance amount of \$125,000 to address the issues, allowing the project to continue without any delay. The issues include the following:

- Unforeseen, existing conditions previously unknown to the design team
- Existing conditions encountered that did not match record documents
- Opportunities for improvement to the proposed new project design
- Scope coordination between the separately designed and procured demolition project

Cypress College is requesting the Board to approve the excess amount of \$1,002.86, as part of the total amount to address the above unforeseen conditions.

In addition, Change Order #1 for added area of hydroseeding was submitted by Golden Bear Construction, Inc. in the amount of \$5,933.37. Public Contract Code §20659 requires Board approval for a Change Order to a Public Works Bid. The original contract amount is \$1,524,549.30. The revised contract amount is \$1,531,485.53.

This agenda item was submitted by Ryan Lippmann, Interim Project Manager.

**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 Bond fund.

**RECOMMENDATION:** It is recommended that the Board approve Change Order #1 for Bid #1718-24, Parking Lot #5 Expansion at Cypress College with Golden Bear Construction, Inc. in the amount of \$6,936.23, increasing the contract from \$1,525,549.30 to \$1,531,485.53. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the change order on behalf of the District.

Fred Williams

3.h.2

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Recommended by

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Approved for Submittal

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** November 13, 2018 Resolution             
Information             
Enclosure(s)             
**SUBJECT:** Cypress College  
Financial Aid Office  
CampusLogic Inc. Subscription Renewal

**BACKGROUND:** Financial Aid Offices are required to verify students' Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA) data under a process called Verification. The Department of Education selects students randomly who are to be verified. Approximately 50% of the students who apply for financial aid at Cypress College are selected for verification, which is higher than the average of 30%. This is due to the demographics of the College's students.

In 2014, the Department of Education implemented a major alteration of the verification process for the first time since the mid 1980's. The new requirements now place students into one of five "groups" each with their own set of requirements, complicating the verification. As the volume of applicants seeking financial aid has grown, coupled with increasingly complex regulations, and with changes to the need analysis formula, the associated verification selection has also increased.

For the last three years, Cypress College's Financial Aid Office has used CampusLogic, Inc. that provides electronic verification forms and automated processing, which reduces the backlog and makes it faster and more convenient for students to complete the verification process. The services of CampusLogic Inc.'s StudentVerification.com system have proven to be cost effective for Cypress College and convenient for students.

Cypress College would like to renew its subscription with CampusLogic Inc. for \$259,666 which will allow the College to continue using StudentForms and will also include the addition of AwardLetter. The addition of the AwardLetter service would allow Cypress College to offer a dynamic and personalized award letters. Digital award letters will be optimized for mobile devices and intuitive for today's students. This will further the students understanding of the financial aid available to assisting them on their path to success.

This agenda item was submitted by Rick Rams, Dean, Student Services, Cypress College.

**How does this relate to the five District Strategic Directions?** This item responds to 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 submitted in accordance with Board Policy 3720, Computer and Electronic Communication Systems; and Board Policy 6340, Contracts.

**FUNDING SOURCE AND FINANCIAL IMPACT:** All expenses related to CampusLogic Inc. products will be funded from Cypress College’s BFAP-SFAA Categorical Funds.

**RECOMMENDATION:** Authorization is requested to enter into a three-year agreement with CampusLogic Inc. for \$259,666 for the subscription services. This subscription includes the continued use of StudentForms from July 1, 2019 through June 30, 2022 and AwardLetter from November 14, 2018 through June 30, 2022. Authorization is further requested for the Vice Chancellor, Finance & Facilities, to execute the agreement and any related documents on behalf of the District.

Fred Williams

3.i.2

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Recommended by

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Approved for Submittal

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Item No.

## SUBSCRIPTION ORDER FORM

Customer Name ("Customer"): Cypress College

Service Effective Date ("Service Effective Date"): 11/1/18

Billing Contact Name: Korey Lindley

Billing Contact Email Address and Phone Number: klindley@cypresscollege.edu / 7144847464

PO Required:

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By executing this Subscription Order Form, Customer agrees to purchase a subscription and right to access the CampusLogic services indicated in the fee schedule below (collectively, the "Services") provided by CampusLogic, Inc. ("CampusLogic"), subject to payment of the subscription fees below.

### 1. TERM

1.1 Term. The Agreement shall be effective as of the date last signed below (the "Effective Date"). The Initial Term of Service for the Services shall commence on the Service Effective Date indicated above and will continue for the initial term period indicated below (the "Initial Term"). Notwithstanding, in the event this Subscription Order Form is signed by Customer after the Service Effective Date indicated above, the parties agree that the Service Effective Date shall be the first day of the month following the date of Customer's signature.

1.2 Renewals. Following the Initial Term, this Agreement will automatically renew for up to two (2) successive periods of twelve (12) months, at CampusLogic's then-current rates unless either party provides written notice to the other party at least sixty (60) days prior to the commencement of the applicable renewal term. CampusLogic shall provide Customer with current rates at least ninety (90) days prior to the commencement of the applicable renewal term.

1.3 Termination. Notwithstanding anything to the contrary in the CampusLogic Terms and Conditions, and in consideration for the pricing and fee discounts indicated below, Customer and CampusLogic agree that this Agreement may not be terminated by Customer for convenience or without cause prior to the end of the Initial Term.

### 2. FEES AND PAYMENT TERMS

2.1 Subscription Fees. Customer hereby orders and subscribes to the Services indicated below and agrees to pay the following subscription fees. The fees quoted below expire 90 days from the date of receipt by Customer unless this Subscription Order Form is signed prior to such date.

2.2 Invoice and Payment Terms. All amounts payable hereunder shall be due annually in advance within thirty (30) days following receipt of invoice sent by CampusLogic to Customer. CampusLogic will invoice Customer following execution of this Order Form and annually thereafter. Except as may otherwise be set forth in the Agreement, all fees are non-refundable.

AwardLetter	Term	FCCC Fee
Initial Term 44 months		
Service Period 1	11/1/18 - 7/31/19	\$13,666
Service Period 2	8/1/19 - 7/31/20	\$20,500
Service Period 3	8/1/20 - 7/31/21	\$20,500
Service Period 4	8/1/21 - 7/31/22	\$20,500

StudentForms	Term	FCCC Fee
Initial Term 36 months		
Service Period 1	8/1/19 - 7/31/20	\$61,500
Service Period	8/1/20 - 7/31/21	\$61,500
Service Period 3	8/1/21 - 7/31/22	\$61,500

Implementation Fees	Fee	Discount	Net Price Due
One-time charge	\$0	0%	\$0

3. MISCELLANEOUS

3.1 The Services provided pursuant to this Subscription Order Form (the “**Order Form**”) are governed by the CampusLogic Terms & Conditions, and the CampusLogic Service Level Agreement, each incorporated herein by reference and available at [www.campuslogic.com/legal](http://www.campuslogic.com/legal) (collectively, the “**Agreement**”), and in accordance with the pricing discounts set forth in the CB-235-18 Administrative Services Agreement between the Foundation for California Community Colleges and CampusLogic (the “**FCCC Agreement**”). Capitalized terms not otherwise defined herein shall have the meanings set forth in the CampusLogic Terms and Conditions. Any additional or conflicting terms added by Customer to this Order Form or any other purchase order, addendum, or other document, shall not form part of this Agreement unless expressly accepted in writing by CampusLogic.

3.2 In the event of a conflict between the Terms and Conditions and this Subscription Order Form, this Subscription Order Form shall control. This Agreement shall supersede and control over any prior agreements, proposals, or contracts relating to the Services.

By signing below the Customer and CampusLogic agree to be bound by the terms and conditions set forth in the Agreement. CUSTOMER AND CAMPUSLOGIC EXPRESSLY CONSENT AND AGREE THIS AGREEMENT MAY BE ELECTRONICALLY SIGNED. CUSTOMER AND CAMPUSLOGIC AGREE THE ELECTRONIC SIGNATURES APPEARING ON THIS AGREEMENT SHALL BE TREATED, FOR PURPOSES OF VALIDITY, ENFORCEABILITY AS WELL AS ADMISSIBILITY, THE SAME AS HAND-WRITTEN SIGNATURES.



AGREED TO AND ACCEPTED:

CUSTOMER	CAMPUSLOGIC, INC
Sign:	Sign: <i>Colleen Shannon</i>
Print:	Print: Colleen Shannon
Title:	Title: CFO
Date:	Date: 09/17/2018
Address:	Address: 1340 S. Spectrum Blvd. Suite 200 Chandler, AZ 85286
Phone/Email:	Phone/Email: 602-643-1358 colleen.shannon@campuslogic.com

CampusLogic CEO: Gregg Scoresby  
Email: [info@campuslogic.com](mailto:info@campuslogic.com)  
Phone: 602-643-1300

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action   X    
Resolution             
**DATE:** November 13, 2018 Information             
Enclosure(s)             
**SUBJECT:** Contract Extension with Civitas Learning,  
Inc. for Illume Insight Platform for Predictive  
Analytics - Cypress College

**BACKGROUND:** Cypress College has completed the first year of our contract with Civitas Learning for their Illume Insight Analytics Platform. During the past year, Civitas personnel and District IT worked hand-in-hand to build the interface between Illume and our Banner system. This fall, over 20 Cypress faculty, staff, and administrators learned how to use this product and the information that it provides. Cypress College’s Basic Skills Student Outcome and Transformation Grant (BSSOT) funded these implementation steps as part of a three-year grant project. This project is the central component of our BSSOT Grant and will provide us with actionable information to improve student retention at the college. The BSSOT Grant will fund the two-year extension of our analytics contract with Civitas for a total of \$420,000. Neither Cypress College nor NOCCCD bear any ongoing fiscal responsibility beyond the two-year extension.

Essentially, Illume uses deep analytics to identify those variables most likely to determine if a student will re-enroll in the subsequent semester. It identifies those students meeting a specific “needs” profile and allows the college to craft timely emails to message these students. Students who respond to these emails will receive a direct reply from one of our staff members who can encourage the student and provide assistance overcoming specific obstacles preventing their subsequent enrollment. These personal contacts are key contributors to a student’s decision as to whether or not they will return the following semester. By maximizing the efficiency of our outreach efforts, we will increase retention by strategically assigning personnel to serve groups of students based upon their specific needs. Data from other colleges demonstrates that this tool is highly effective in keeping students at the college and progressing toward completion of their educational goals.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction #1 and #3: Strategic Direction 1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses. Strategic Direction 3: The District will annually improve the success rate for students moving into: the highest level possible credit basic skills courses in Mathematics, English, and English-as-a-Second-Language from noncredit basic skills instruction in the same discipline and college-level courses in mathematics, English and English-as-a-Second-Language from credit basic skills courses in these disciplines and the next higher course in the sequence of credit or noncredit basic skills courses in mathematics, English and English-as-a-Second-Language.

**How does this relate to Board Policy:** This item is in compliance with Board Policy 6340 (1.0) The Board delegates to the Vice Chancellor, Finance & Facilities, or District Director,

Purchasing the authority to enter into contracts on behalf of the District and to establish administrative procedures for contract awards and management.

**FUNDING SOURCE AND FINANCIAL IMPACT:** This contract extension will be funded through Cypress College's Community College Basic Skills and Student Outcome Transformation Grant (RFA# 15-068) at a total cost of \$420,000. It is the critical component upon which our grant was structured. Neither Cypress College nor NOCCCD will incur any ongoing financial obligation upon expiration of this contract extension.

**RECOMMENDATION:** Authorization is requested to extend the contract agreement with Civitas Learning for two additional years using funding from the Community College Basic Skills and Student Outcome Transformation Grant (RFA# 15-068) for a total expenditure of \$420,000. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Fred Williams

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Recommended by

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Approved for Submittal

3.j.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** November 13, 2018 Resolution             
Information             
**SUBJECT:** Fullerton College EOPS Student & Faculty Enclosure(s)             
Annual Recognition Ceremony

**BACKGROUND:** The Extended Opportunity Program and Services is a student support services program designed to assist marginalized students in attaining their educational/career goals. As part of the department's 2018-2019 program plan, Fullerton College EOPS proposes to host the 39<sup>th</sup> annual EOPS Recognition Ceremony. This ceremony provides certificates and awards to students graduating, transferring or exiting the EOPS program. With state mandates related to Title 5 and with the newly implemented student equity guidelines towards access, inclusion, and success, it is imperative for EOPS to recognize student success and be inclusive by allowing all eligible EOPS students who are graduating, transferring to four-year institutions, or completing their EOPS goals and exiting the program to attend this event. This recognition ceremony is an acceptable and encouraged expense under EOPS Title 5 guidelines Activity 630 (category B funds) Cultural Enrichment Activities Functions (A/F 633) Academic Recognition/Award Activities Functions.

This item was prepared by Sonia Duran, Interim Director of EOPS/CARE, CalWORKS & Foster Youth.

**How does this relate to the five District Strategic Directions?** This item relates to District-wide Strategic Direction 1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses, and directly relates to District Objective 1.3: NOCCCD will support programs and strategies that have demonstrated quantifiable improvement in, and those that show innovative promise for, student completion of degrees, certificates, diplomas, transfer, transfer-readiness requirements and courses.

**How does this relate to Board Policy:** The EOPS Recognition Ceremony will relate directly to Board Policy 5050, Student Success and Support Program, Section 1.0: The District shall provide Student Success and Support Program services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of matriculation is to bring the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The funding source is \$12,000 provided from EOPS Category B funds to cover all expenses.

**RECOMMENDATION:** Authorization is requested for Fullerton College EOPS Department to expend funds from the Fullerton College EOPS categorical budget for its 39th annual 2019 recognition ceremony. There is a projection of 250 attendees. Total expenditures are not to exceed \$12,000. Expenditures are estimated to include, but are not limited to:

- \$9,000 for hotel venue/food/beverage/audio-visual accommodations/changing room
- \$1,500 for speakers/presenters
- \$1,500 for contracted activities, supplies, and other materials needed for this event

Authorization is requested for the funding of necessary related costs as events take place, including, but not limited to, supplies, venue, promotional activities, contracted services, event materials, recognition awards, activities, and speakers.

Fred Williams

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Recommended by

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Approved for Submittal

3.k.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** November 13, 2018 Resolution             
Information             
**SUBJECT:** Out-of-Country Travel Enclosure(s)           

**BACKGROUND:** Per Board Policy 7400, Travel and Conference Attendance, all travel outside the United States must be approved in advance by the Board. To comply with the Board Policy, the CEO must approve the out of country travel before forwarding the request to the Vice-Chancellor, Finance and Facilities Office for submittal of the agenda item to the Board.

The following are the trips which involve out-of-country travel:

- Professor of Art, Ed Giardina, Cypress College, Fall 2018, Cuenca Biennial 2018 in Cuenca, Ecuador from November 17 to November 24, 2018. The Cuenca Biennial 2018 will feature *Living Structures, Art as a plural experience* which begins November 23, 2018 and continues to February 3, 2019. This event is organized by Fundación Municipal Bienal de Cuenca and will provide Professor Giardina access to new contemporary art, design, and architecture strategies, methods, and trends presented by esteemed international participants. Professor Giardina will be able to share the knowledge gained by this event in a variety of ways that will benefit his course content, students, the art department, the campus (i.e. the campus gallery exhibitions and events), and the diverse non-professional audiences of our district.
- Director of Educational Partnerships, Student Diversity Success Initiative (SDSI) and FC Miles, Michelle Garcia, Fullerton College, International Symposium on Applied Research (ISAR), Ensenada, Mexico, November 18 to November 21, 2018. Participation strengthens knowledge and program development around best practices supporting the academic success of historically underserved students. Presenting on Data Driven Decisions to Support Men of Color in Community Colleges, a longitudinal study and overview of current high impact practices.

**How does this relate to the five District Strategic Directions?** This item responds to Direction #5: The District will develop and sustain collaborative projects and partnerships with the community’s educational institutions, civic organizations, and businesses.

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 7400, Travel and Conference Attendance.

**FUNDING SOURCE AND FINANCIAL IMPACT:** There will be no additional cost to the District.

**RECOMMENDATION:** Authorization is requested to pre-approve out-of-country travel for Ed Giardina and Michelle Garcia.

Fred Williams

3.1

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Recommended by

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Approved for Submittal

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action  X   
**DATE:** November 13, 2018 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
Enclosure(s) \_\_\_\_\_  
**SUBJECT:** Network Refresh - Award of Project  
Management to PlanNet Consulting

**BACKGROUND:** On February 9, 2016, the Board took action to transfer funds to Capital Outlay in anticipation of the need to upgrade the District-wide network to:

1. Replace core switches.
2. Provide a more responsive support structure.
3. Prepare for cloud computing.

The key features for the design of a new single network across the District approved by the Board are:

- Reliability now requires Redundancy
- Supportability now requires Responsive Support
- Open Architecture now requires embracing Mobile Computing
- Upgradeability now requires Increased Bandwidth
- Security must now address Cloud Computing
- Configuration Management now requires Cooperative Support

The project was planned in four phases: Assessment, Design, Procurement and Implementation.

On September 13, 2016, the Board awarded the Assessment phase to WTC Consulting, Inc. On May 9, 2017, the Assessment Phase results were presented to the Board and authorization was given to proceed with the Design Phase. The predominantly wireless single network option was also approved. An RFP was prepared with input from the Gartner Group, a technology research firm.

On May 9, 2017, the Board approved moving forward with the Design phase of the project. On October 10, 2017 the Board approved Shandam Consulting for the Design phase after extensive review and interview of qualified vendors.

On May 22, 2017 the Board was provided a report-out on the Design phase, as well as provided approval for moving forward with the Procurement and Implementation phases. Given the scope, cost, complexity, and size of the Procurement and Implementation phases, it is recommend having dedicated project management oversight.

District Information Services received two quotes for project management: one from Shandam Consulting, and one from PlanNet Consulting. The following table is an overview of the two quotes:

Item	Contract Type	Estimated Cost
Shandam Consulting	Fixed	\$181,600
PlanNet Consulting	Fixed-Fee	\$220,500

The project management oversight through the procurement and implementation phases has multiple benefits. It frees up District management staff time to prioritize and coordinate other major information technology projects such as Banner 9 upgrade and the Bond construction projects across the District. Additionally, the project management consultants will be able to provide strong communication and strategies from industry that will ensure smooth deployment and implementation of Network Refresh across the District. The project management consultants will also provide substantive documentation and a smooth hand-off to District information technology professionals upon project completion.

It is the District Manager, IT Technical Support and the Vice Chancellor, Educational Services & Technology's recommendation to select PlanNet for the Network Refresh Project management. PlanNet has not been a part of the Network Refresh project until now. As such, they will be able to provide fresh perspective. Even though the proposed cost by PlanNet is higher than that proposed by Shandam, their proposal covers the entire 18 months of the implementation phase of the Network Refresh Project at 70 hours a month for a total of 1260 hours (hourly rate of \$175). In contrast, Shandam's proposal is for 908 total hours (hourly rate of \$200). Given the complexity of the Network Refresh Project, we will need project management coverage for the entire 18 months; therefore PlanNet is our recommended vendor.

This agenda item was submitted by Nick Wilkening, District Manager, IT Technical Support.

**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 and Board Policy 3720, Computer and Electronic Communications Systems.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding source is Capital Outlay funds.

**RECOMMENDATION:** Authorization is requested to award the contract for the Network Refresh – Project Management to PlanNet Consulting in the amount of \$220,500. The term of contract will be from November 15, 2018 to May 31, 2020. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Purchasing, to execute any agreements and related documents on behalf of the District.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** November 13, 2018

**SUBJECT:** Cypress College  
Curriculum Matters

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

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

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

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

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

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

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

**RECOMMENDATION:** It is recommended that the Board approve the attached summary of curriculum changes for Cypress College, to be effective Fall 2018, Spring 2019 and Fall 2019. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

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

**(DCCC approved October 12, 2018)**

DELETE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
HI 105 C	2019 Fall	This course was changed years ago to HI 230 Directed Practice I as a NEW course. Deactivate this one.
HI 110 C	2019 Fall	Previously offered as part of the Medical Billing Certificate. This certificate and class are no longer offered.
HI 115 C	2019 Fall	Previously offered as part of the Medical Staff Services Certificate. This certificate and class are no longer offered.
HI 205 C	2019 Fall	This course can be deactivated since this class was changed to HI 240 Directed Practice II as a NEW course years ago.
HI 215 C	2019 Fall	Previously offered as part of the Medical Staff Services Certificate. This certificate and class are no longer offered.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 122 C Introduction to Digital Art Units:3 Lecture:2 Laboratory:4	* New Course * Prerequisite:None * UC/CSU Transfer * AAGE: Area C1 * CSUGE: Area C1 * IGETC: Area 3A	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. We also have a limited number (25) of laptops available to the course.	2019 Fall	This class will expand our offerings for our AD-T in Studio Art.
ART 147 C Intermediate Sculpture Units:3 Lecture:2 Laboratory:4	* New Course * Prerequisite: ART 146 C * UC/CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Students will be using power tools, specialized equipment, and will need the proper space and individualized instruction to participate in this class.	2019 Fall	We have many students interested in continuing their studies in sculpture.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 148 C Introduction to Crafts Units:3 Lecture:2 Laboratory:4	* New Course * Prerequisite:None * UC/CSU Transfer	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Students will be using power tools, specialized equipment, and will need to have the proper space and individualized instruction to participate in this class.	2019 Fall	This class will expand our offerings for our AD-T in Studio Art.
ART 167 C Contemporary Art Studio 2 Units:3 Lecture:2 Laboratory:4	* New Course * Prerequisite: ART 166 C * UC/CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2019 Fall	Further study in this area is desired by faculty and students for the purpose of developing a competitive portfolio for transfer.
DMS 195 C Carotid & Arterial Sonography Units:4 Lecture:3 Laboratory:1.5	* New Course * Prerequisite: DMS 188 C and DMS 217 C * Corequisite: DMS 227 C * CSU Transfer	20	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations. Co-requisite allows only 20 students.	2019 Fall	This new course supports the vascular component of the expanded Diagnostic Medical Sonography program.
DMS 237 C Clinical Education IV Units:11 Lecture:0 Laboratory:34	* New Course * Prerequisite: DMS 227 C and DMS 195 C * Corequisite: DMS 210 C * CSU Transfer	20	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2019 Fall	This new course supports the vascular component of the expanded Diagnostic Medical Sonography program.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 100 C Fundamentals of Art Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes * SAM code change to non occupational	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2019 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
ART 114 C Modern Art History Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory: ART 112 C added * Textbook Update * Class size from 45 to 35 * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2019 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content. Class size discussed with the President.
ART 121 C Three-Dimensional Design Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Class size from 30 to 25 * Student Learning Outcomes * AAGE: * CSUGE: * IGETC: Area 3A	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports). We use power tools and have limited space.	2019 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content. Class size discussed with the President due to safety issues.
ART 130 C Introduction to Printmaking Units: 3 Lecture: 2 Laboratory: 4	* Materials Fee from \$10.00 to \$20.00 * Textbook Update	25	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.	2019 Fall	Program Review Textbooks updated to better reflect course content. Fees for bulk purchases to reduce student costs if purchased separately.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 131 C Intermediate Printmaking Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Materials Fee from \$10.00 to \$20.00 * Prerequisite removed * Textbook Update * SAM code change to non occupational	25	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.	2019 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content. Fees for bulk purchases to reduce student costs if purchased separately.
ART 146 C Beginning Sculpture Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Course number change from ART 149 C to ART 146 C * Grading Option from Pass/No Pass to Standard Letter	25	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.	2019 Fall	Program Review Outline and catalog updated to better reflect course content.
ART 161 C Introduction to Gallery Studies: Exhibition Preparation and Installation Techniques Units: 3 Lecture: 2 Laboratory: 4	* Title * Student Learning Outcomes * Textbook Update	20	Class time focuses on individualized instruction, student presentation time, and the handling of valuable artwork and power tools. Cross listing with ART 162 and ART 163 C	2019 Fall	Program Review Title and textbook updated to better reflect course content.
ART 162 C Intermediate Gallery Studies: Exhibition Organization and Management Techniques Units: 3 Lecture: 2 Laboratory: 4	* Title * Prerequisite removed * Student Learning Outcomes * Textbook Update	20	Class time focuses on individualized instruction, student presentation time, and the handling of valuable artwork and power tools. Cross listing with ART 161 and ART 163 C	2019 Fall	Program Review Title and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 163 C Portfolio Development and Professional Practices Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Title * Catalog Description Update * Schedule Description Update * Prerequisite removed * Textbook Update	20	Class time focuses on individualized instruction, student presentation time, and the handling of valuable artwork and power tools. Cross listing with ART 161 and ART 162 C	2019 Fall	Program Review Outline, catalog, Schedule, title and textbook updated to better reflect course content.
ART 166 C Contemporary Art Studio Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Student Learning Outcomes	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2019 Fall	Program Review Outline updated to better reflect course content.
ART 182 C Beginning Drawing Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * SAM code change to non occupational	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ART 183 C Intermediate Drawing Units: 3 Lecture: 2 Laboratory: 4	* Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ART 184 C Advanced Drawing Units: 3 Lecture: 2 Laboratory: 4	* Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 185 C Beginning Life Drawing Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update * Student Learning Outcomes	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ART 186 C Intermediate Life Drawing Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ART 187 C Advanced Life Drawing Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Prerequisite revalidated	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline updated to better reflect course content.
ART 191 C Life Painting Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
ART 193 C Portrait Painting Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 194 C Beginning Painting Units: 3 Lecture: 2 Laboratory: 4	* Catalog Description Update * Schedule Description Update * CIP code change * SAM code change * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Catalog, schedule and textbook updated to better reflect course content.
ART 195 C Intermediate Painting Units: 3 Lecture: 2 Laboratory: 4	* Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Catalog, schedule and textbook updated to better reflect course content.
ART 196 C Advanced Painting Units: 3 Lecture: 2 Laboratory: 4	* Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Catalog, schedule and textbook updated to better reflect course content.
ART 216 C Latin American Art Units: 3 Lecture: 3 Laboratory: 0	* Advisory Update * Textbook Update * SAM code change to non occupational	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2019 Fall	Program Review Textbook updated to better reflect course content.
ART 244 C Illustration Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update * Student Learning Outcomes * TOPS, CIP, SAM codes changed to Occupational * FSA added M40 Commercial Art	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.



REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ART 246 C Advanced Illustration Units: 3 Lecture: 2 Laboratory: 4	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	30	Class time focuses on individualized instruction, student presentation time, and/or group learning	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
DA 016 C Dental Materials Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
DA 058 C Clinical Externship I Units: 2 Lecture: .5 Laboratory: 4	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
DA 059 C Clinical Externship II Units: 3.5 Lecture: 1 Laboratory: 8	* Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Catalog, schedule and textbook updated to better reflect course content.
DA 061 C Oral Anatomy/Dental Assisting Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Hybrid removed * Textbook Update * Student Learning Outcome	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Catalog, schedule and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DA 062 C Preventive Dental Health-Basics Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DA 063 C Chairside Assisting I Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DA 065 C Radiology/Dental Assisting Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcome	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
DA 066 C Radiology II/Dental Assisting Units: 1 Lecture: 0 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Title change * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule, title and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DA 067 C Dental Specialties Units: 3 Lecture: 2 Laboratory: 3	* Catalog Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Catalog and textbook updated to better reflect course content.
DA 069 C Clinical Externship III Units: 2.5 Lecture: 0 Laboratory: 8	* Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Catalog, schedule and textbook updated to better reflect course content.
DA 070 C Dental Office Procedures Units: 2 Lecture: 2 Laboratory: 0	* Catalog Description Update * Prerequisite revalidated * Textbook Update	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Catalog and textbook updated to better reflect course content.
DMS 170 C Sonography Physics Units: 3.5 Lecture: 3.5 Laboratory: 0	* Outline Update * Catalog Description Update * Units changed from 3 to 3.5 * Lecture change from 3 to 3.5 * Prerequisite revalidated * Textbook Update	20	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations. We can only accept as many students as we have clinical training site placements.	2019 Fall	Outline, catalog, units, lecture hours and textbook updated to better reflect course content. Additional content has been added and the number of units have been increased by 0.5.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DMS 176 C Pathology and Small Parts Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Prerequisites revalidated * Corequisites revalidated * Textbook Update	20	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations. The program can only accept a limited number of students due to availability of clinical training sites.	2019 Fall	Outline and textbook updated to better reflect course content.
DMS 210 C Review Seminar Units: 2.5 Lecture: 2.5 Laboratory: 0	* Outline Update * Units from 2 to 2.5 * Lecture hours from 2 to 2.5 * Catalog Description Update * Schedule Description Update * Prerequisites changed * Corequisite changed * Textbook Update	20	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations. Class size is limited to the available clinical training sites.	2019 Fall	Outline, catalog, schedule, units and textbook updated to better reflect course content. The sequence of the DMS program courses have changed with the expansion of the program. .5 unit has been added to include the expanded content to include vascular study.
HI 100 C Trends in Health Care Delivery Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluations primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
HI 101 C Health Information Management Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisites revalidated * Textbook Update	25	Lab – Individualized Feedback/Evaluation Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HI 102 C Legal Aspects of Health Care Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluations primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
HI 103 C Healthcare Data Analysis Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisites revalidated * Textbook Update	25	Lab – Individualized Feedback/Evaluation Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
HI 114 C Beginning ICD-10-CM and ICD-10-PCS Coding Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Title change * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	25	Lab – Individualized Feedback/Evaluation Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule, title and textbook updated to better reflect course content.
HI 203 C Medical Quality Management Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluations primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HI 214 C CPT/Ambulatory Care Coding Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisite revalidated * Textbook Update	25	Lab – Individualized Feedback/Evaluation Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
HI 224 C Advanced ICD-10- CM and ICD-10- PCS Coding Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	25	Lab – Individualized Feedback/Evaluation Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
HI 225 C Information Technology Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	25	Lab – Individualized Feedback/Evaluation Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
HI 230 C Directed Practice I Units: 3 Lecture: 1 Laboratory: 6	* Outline Update * Catalog Description Update * Prerequisites revalidated * Textbook Update	25	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.
HI 240 C Directed Practice II Units: 4 Lecture: 2 Laboratory: 6	* Outline Update * Catalog Description Update * Prerequisites revalidated * Textbook Update	25	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HI 245 C Coding Skills Lab Units: 1-2 Lecture: 0 Laboratory: 3-6	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite course change * Advisory revalidated * Textbook Update * Student Learning Outcomes	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
HS 145 C Survey of Medical Terminology Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Textbook Update * Student Learning Outcomes	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
HS 277 C Cultural Awareness and the Health Care System Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
NURS 297 C Medical-Surgical Nursing III Units: 5 Lecture: 2.25 Laboratory: 8.25	* Fee increase from \$35 to \$45	40	This course consists of two components, a minor component of lecture and a major component of lab (clinical practicum). The clinical component is mandated by discipline accreditation standards to a maximum of 10 students per instructor. The course cohort consists of four (4) lab sections that can be accommodated by a lecture size of 40.	2019 Spring	Fee increased on the cost of the National League of Nursing (NLN) predictor exam which provides students an itemized printout of their individual outcome (score in each content area). This review of content is used for the two year program in preparation for the licensing exam (NCLEX).

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PT 090 C Leadership Supervision and Ethics Units: .5 Lecture: .5 Laboratory: 0	* Outline Update * Prerequisite revalidated * Corequisite revalidated * Textbook Update	25	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds.	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
PT 110 C Nursing Science I Units: 7 Lecture: 5 Laboratory: 8	* Outline Update * Catalog Description Update * Schedule Description Update * Lecture hours from 4.5 to 5 * Lab hours from 7.5 to 8 * Fee removed * Textbook Update	24	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds. Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. Clinical site safety mandate.	2019 Fall	Program Review Outline, lecture/lab hours, catalog, schedule, fee and textbook updated to better reflect course content. State governing Board of Vocational Nursing and Psychiatric Technicians, (BVNPT) revision. Decrease 9 hours in theory and increase 27 hours of clinical practice. Allows students to practice newly gained knowledge and skills from the classroom to the clinical setting.
PT 115 C Nursing Science II Units: 7 Lecture: 5 Laboratory: 8	* Outline Update * Catalog Description Update * Schedule Description Update * Lecture hours from 4.5 to 5 * Lab hours from 7.5 to 8 * Textbook Update	24	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds. Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. Clinical site safety mandate.	2019 Fall	Program Review Outline, lecture/lab hours, catalog, schedule, and textbook updated to better reflect course content. State governing board, BVNPT revision



REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PT 120 C Developmental Disabilities I Units: 7 Lecture: 5 Laboratory: 8	* Outline Update * Catalog Description Update * Schedule Description Update * Lecture hours from 4 to 5 * Lab hours from 9 to 8 * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	24	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds. Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. Clinical site safety mandate.	2019 Fall	Program Review Outline, lecture/lab hours, catalog, schedule, and textbook updated to better reflect course content. State governing board, BVNPT revision
PT 125 C Developmental Disabilities II Units: 7 Lecture: 5 Laboratory: 8	* Outline Update * Catalog Description Update * Schedule Description Update * Lecture hours from 4 to 5 * Lab hours from 9.5 to 8 * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	24	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds. Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. Clinical site safety mandate.	2019 Fall	Program Review Outline, lecture/lab hours, catalog, schedule, and textbook updated to better reflect course content. State governing board, BVNPT revision
PT 130 C Mental Disabilities I Units: 7 Lecture: 5 Laboratory: 8	* Outline Update * Catalog Description Update * Schedule Description Update * Lecture hours from 4 to 5 * Lab hours from 9.5 to 8 * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	24	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g performing patient treatments, administering medication, giving injections, etc.)	2019 Fall	Program Review Outline, lecture/lab hours, catalog, schedule, and textbook updated to better reflect course content. State governing board, BVNPT revision

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PT 135 C Mental Disabilities II Units: 7 Lecture: 5 Laboratory: 8	* Outline Update * Catalog Description Update * Schedule Description Update * Lecture hours from 4 to 5 * Lab hours from 9.5 to 8 * Prerequisite revalidated * Student Learning Outcomes	24	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds. Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis.	2019 Fall	Program Review Outline, lecture/lab hours, catalog, schedule, and textbook updated to better reflect course content. State governing board, BVNPT revision
RADT 142 C Radiologic Electronics Units: 4 Lecture: 4 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Outline, catalog, schedule and textbook updated to better reflect course content.
RADT 146 C Introduction to Radiography Units: 4 Lecture: 4 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Outline, catalog, schedule and textbook updated to better reflect course content. Content changes deleting film and processing and digital imaging information has increased.
RADT 148 C Radiology Imaging Techniques Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Title change * CIP code change * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Outline, title and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
RADT 150 C Radiographic Positioning I Units: 5 Lecture: 4 Laboratory: 3	* Outline Update * Title change * CIP code change * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Outline, title and textbook updated to better reflect course content. Title change to be consistent from one semester to the next
RADT 162 C Radiology Special Procedures Units: 3 Lecture: 2.5 Laboratory: 1.5	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Corequisites revalidated * CIP code change * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Outline, catalog, schedule and textbook updated to better reflect course content.
RADT 247 C Radiographic Positioning II Units: 5 Lecture: 4 Laboratory: 3	* Outline Update * Catalog Description Update * Title change * Prerequisites revalidated * Corequisites revalidated * CIP code change * Textbook Update * Student Learning Outcomes	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation is primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Program Review Outline, catalog, title and textbook updated to better reflect course content. The name is changed to reflect it as a continuation from the Fall semester.

**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION			
Art	<b>ASSOCIATE IN ARTS DEGREE ART</b> Required Courses are listed in suggested sequence (18 units)	2019 Fall	The Art Department wanted to add the new courses that were written due to leveling to our Associate in Arts Degree Studio Art and make our program more comprehensive, as well as giving the students a broad range of options. ART 122 C, ART 147 C, ART 148 C, ART 167 C added  ART 149 C number changed to ART 146 C  ART 161 C, ART 162 C, ART 163 C title changes  No total unit change.			
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>					Units
					Units	
	<table border="1"> <tr> <td>ART182 C</td> <td>Beginning Drawing</td> <td align="right">3</td> </tr> </table>			ART182 C	Beginning Drawing	3
	ART182 C			Beginning Drawing	3	
	<table border="1"> <tr> <td>ART120 C</td> <td>Two-Dimensional Design</td> <td align="right">3</td> </tr> </table>			ART120 C	Two-Dimensional Design	3
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	<table border="1"> <tr> <td>ART111 C</td> <td>Survey of Art History I</td> <td align="right">3</td> </tr> </table>			ART111 C	Survey of Art History I	3
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	<table border="1"> <tr> <td>ART112 C</td> <td>Survey of Art History II</td> <td align="right">3</td> </tr> </table>			ART112 C	Survey of Art History II	3
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				or		
	<table border="1"> <tr> <td>ART112HC</td> <td>Honors Survey of Art History II</td> <td align="right">3</td> </tr> </table>			ART112HC	Honors Survey of Art History II	3
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	<table border="1"> <tr> <td>ART121 C</td> <td>Three-Dimensional Design</td> <td align="right">3</td> </tr> </table>			ART121 C	Three-Dimensional Design	3
	ART121 C			Three-Dimensional Design	3	
	<table border="1"> <tr> <td>ART123 C</td> <td>Color Theory</td> <td align="right">3</td> </tr> </table>			ART123 C	Color Theory	3
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	<table border="1"> <tr> <td>ART146 C</td> <td>Beginning Sculpture</td> <td align="right">3</td> </tr> </table>			ART146 C	Beginning Sculpture	3
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	<table border="1"> <tr> <td>ART147 C</td> <td>Intermediate Sculpture</td> <td align="right">3</td> </tr> </table>			ART147 C	Intermediate Sculpture	3
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<table border="1"> <tr> <td>ART148 C</td> <td>Introduction to Crafts</td> <td align="right">3</td> </tr> </table>	ART148 C	Introduction to Crafts	3			
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<table border="1"> <tr> <td>ART152 C</td> <td>Technical and Conceptual Ceramics</td> <td align="right">3</td> </tr> </table>	ART152 C	Technical and Conceptual Ceramics	3			
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<table border="1"> <tr> <td>ART153 C</td> <td>Ceramic Studio Exploration</td> <td align="right">3</td> </tr> </table>	ART153 C	Ceramic Studio Exploration	3			
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<table border="1"> <tr> <td>ART154 C</td> <td>Ceramic Aesthetics and Finishes</td> <td align="right">3</td> </tr> </table>	ART154 C	Ceramic Aesthetics and Finishes	3			
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<table border="1"> <tr> <td>ART161 C</td> <td>Introduction to Gallery Studies: Exhibition Preparation and Installation Techniques</td> <td align="right">3</td> </tr> </table>	ART161 C	Introduction to Gallery Studies: Exhibition Preparation and Installation Techniques	3			
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<table border="1"> <tr> <td>ART162 C</td> <td>Intermediate Gallery Studies: Exhibition Organization and Management Techniques</td> <td align="right">3</td> </tr> </table>	ART162 C	Intermediate Gallery Studies: Exhibition Organization and Management Techniques	3			
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**REVISED DEGREES/CERTIFICATES**

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Art	<p><b>Associate in Arts in Studio Arts for Transfer Degree (AA-T)</b>                      Core Courses (12 units)</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ART112 C</td> <td>Survey of Art History II</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ART112HC</td> <td>Honors Survey of Art History II</td> <td>3</td> </tr> <tr> <td>ART120 C</td> <td>Two-Dimensional Design</td> <td>3</td> </tr> <tr> <td>ART121 C</td> <td>Three-Dimensional Design</td> <td>3</td> </tr> <tr> <td>ART182 C</td> <td>Beginning Drawing</td> <td>3</td> </tr> </table> <p><b>List A: Art History restricted Electives (3)</b>                      Select one course from the following:</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ART111 C</td> <td>Survey of Art History I</td> <td>3</td> </tr> <tr> <td>ART114 C</td> <td>Modern Art History</td> <td>3</td> </tr> </table> <p><b>List B: Studio Arts restricted Electives (9)</b>                      Select one course from any three of the following areas:</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ART122</td> <td>Introduction to Digital Art</td> <td>3</td> </tr> <tr> <td>ART123 C</td> <td>Color Theory</td> <td>3</td> </tr> <tr> <td>ART130 C</td> <td>Introduction to Printmaking</td> <td>3</td> </tr> <tr> <td>ART146 C</td> <td>Beginning Sculpture</td> <td>3</td> </tr> <tr> <td>ART148 C</td> <td>Introduction to Crafts</td> <td>3</td> </tr> <tr> <td>ART150 C</td> <td>Ceramics Handbuilding</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ART151 C</td> <td>Ceramics Throwing</td> <td>3</td> </tr> <tr> <td>ART174 C</td> <td>Jewelry Design</td> <td>3</td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <td>ART175 C</td> <td>Metalsmithing</td> <td>3</td> </tr> <tr> <td>ART183 C</td> <td>Intermediate Drawing</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ART185 C</td> <td>Beginning Life Drawing</td> <td>3</td> </tr> <tr> <td>ART194 C</td> <td>Beginning Painting</td> <td>3</td> </tr> <tr> <td>MAD100 C</td> <td>Introduction to Media Arts Design-Mac</td> <td>3</td> </tr> <tr> <td>PHOT101 C</td> <td>Introduction to Photography</td> <td>3</td> </tr> <tr> <td>MAD116 C</td> <td>Graphic Design I</td> <td>3</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td><b>Total Units</b></td> <td><b>24</b></td> </tr> </table>			Units	ART112 C	Survey of Art History II	3		or		ART112HC	Honors Survey of Art History II	3	ART120 C	Two-Dimensional Design	3	ART121 C	Three-Dimensional Design	3	ART182 C	Beginning Drawing	3			Units	ART111 C	Survey of Art History I	3	ART114 C	Modern Art History	3			Units	ART122	Introduction to Digital Art	3	ART123 C	Color Theory	3	ART130 C	Introduction to Printmaking	3	ART146 C	Beginning Sculpture	3	ART148 C	Introduction to Crafts	3	ART150 C	Ceramics Handbuilding	3		or		ART151 C	Ceramics Throwing	3	ART174 C	Jewelry Design	3		and		ART175 C	Metalsmithing	3	ART183 C	Intermediate Drawing	3		or		ART185 C	Beginning Life Drawing	3	ART194 C	Beginning Painting	3	MAD100 C	Introduction to Media Arts Design-Mac	3	PHOT101 C	Introduction to Photography	3	MAD116 C	Graphic Design I	3					<b>Total Units</b>	<b>24</b>	2019 Fall	<p>ART 140 change to MAD 116 and MAD 100 title change.</p> <p>Adding new courses to the elective area,</p> <p>ART 148 C Introduction to Crafts and ART 122 C Introduction to Digital Art. These are approved electives for the ADT in Studio Art and will expand the class offerings for students to choose from.</p> <p>ART 149 C number changed to ART 146 C.</p> <p>No total unit change.</p>
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**REVISED DEGREES/CERTIFICATES**

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Dental Assistant	<p><b>ASSOCIATE IN SCIENCE DEGREE DENTAL ASSISTING</b></p> <p>FALL SEMESTER:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>DA016 C</td> <td>Dental Materials</td> <td>3</td> </tr> <tr> <td>DA061 C</td> <td>Oral Anatomy/Dental Assisting</td> <td>3</td> </tr> <tr> <td>DA062 C</td> <td>Preventive Dental Health-Basics</td> <td>3</td> </tr> <tr> <td>DA063 C</td> <td>Chairside Assisting I</td> <td>3</td> </tr> <tr> <td>DA065 C</td> <td>Radiology/Dental Assisting</td> <td>3</td> </tr> <tr> <td>DA066 C</td> <td>Radiology II/Dental Assisting</td> <td>1</td> </tr> </tbody> </table> <p>SPRING SEMESTER:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>DA058 C</td> <td>Clinical Externship I</td> <td>2</td> </tr> <tr> <td>DA059 C</td> <td>Clinical Externship II</td> <td>3.5</td> </tr> <tr> <td>DA067 C</td> <td>Dental Specialties</td> <td>3</td> </tr> <tr> <td>DA068 C</td> <td>Chairside Assisting II</td> <td>3</td> </tr> <tr> <td>DA069 C</td> <td>Clinical Externship III</td> <td>2.5</td> </tr> <tr> <td>DA070 C</td> <td>Dental Office Procedures</td> <td>2</td> </tr> <tr> <td colspan="2">Total Units</td> <td>32</td> </tr> </tbody> </table>			Units	DA016 C	Dental Materials	3	DA061 C	Oral Anatomy/Dental Assisting	3	DA062 C	Preventive Dental Health-Basics	3	DA063 C	Chairside Assisting I	3	DA065 C	Radiology/Dental Assisting	3	DA066 C	Radiology II/Dental Assisting	1			Units	DA058 C	Clinical Externship I	2	DA059 C	Clinical Externship II	3.5	DA067 C	Dental Specialties	3	DA068 C	Chairside Assisting II	3	DA069 C	Clinical Externship III	2.5	DA070 C	Dental Office Procedures	2	Total Units		32	2019 Fall	Name Change: DA 066 From Clinical Radiology to Radiology II/Dental Assisting
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**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION			
Diagnostic Medical Sonography	<b>Associate in Science Degree Diagnostic Medical Sonography</b> SEMESTER I	2019 Fall	Degree Title change			
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>				Units	DMS 170 C unit change from 3 to 3.5
				Units		
	DMS 170 C Sonography Physics		3.5	DMS 175 C Title change		
	DMS 175 C Abdomen Sonography		4	DMS 210 C unit change from 2 to 2.5		
	DMS 172 C Sonography Externship		5	DMS 195 C and DMS 237 C added		
	RADT262 C * Cross-Sectional Imaging		1	DMS 227 C Title change		
	HS165 C * Ethical and Legal Issues		1.5	Total Units from 53 to 69		
	SEMESTER II			The program extended from 16 to 21 months. New class added DMS 195 C for 4 units.		
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>				Units	New class added DMS 237 C, Clinical Education IV for 11 units as the student trains on the job at a hospital for 32 hours a week. These units are consistent with DMS 227 C, Clinical Education III (previously established) which is also 32 hours a week.
				Units		
	DMS 176 C Pathology and Small Parts		3			
	DMS 186 C OB/GYN Sonography		4			
	DMS 207 C Clinical Education I		10			
	SUMMER INTERSESSION					
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>				Units	
				Units		
	DMS188 C Doppler Techniques		1.5			
	DMS 217 C Clinical Education II		7			
	SEMESTER III					
<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>			Units			
		Units				
DMS 227 C Clinical Training III	11					
DMS 195 C Carotid & Arterial Sonography	4					
SEMESTER IV						
<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>			Units			
		Units				
DMS210 C Review Seminar	2.5					
DMS237 Clinical Education IV	11					
<table border="1"> <tr> <td></td> <td></td> <td></td> </tr> </table>						
Total Units	69					





GEOG100 C	World Geography	3
GEOG102 C	Physical Geography	3
GEOG130 C	California Geography	3
GEOG140 C	Weather and Climate	3
GEOG160 C	Cultural Geography	3
GEOG202 C	Field Geography - Physical	1
GEOG234 C	Current Topics in GIS	3
GEOG260 C	Economic Geography	3
GEOL100 C	Physical Geology	3
GEOL120 C	Geology of California	3
GEOL130 C	Introduction to Oceanography	3
GEOL190 C	Environmental Geology	3
HS147 C	Survey of Disease	3
ATC174 C	Destinations: Americas/Europe	3
ATC175 C	Destinations: Africa/Pacific	3
MKT222 C	Principles of Marketing	3
MKT224 C	International Marketing	3
ASTR116 C	Introduction to Astronomy	3
<b>Spatial Course with Lab (4 units) from the following:</b>		<b>Units</b>
GEOG102 C	Physical Geography	3
GEOG102LC	Physical Geography - Lab	1
GEOL100 C	Physical Geology	3
GEOL101 C	Physical Geology Laboratory	1
GEOG202 C	Field Geography - Physical	1
<b>Computer Programming Skills: (3 units) from the following:</b>		
		Units
CIS211 C	Introduction to Programming	3
CIS229 C	Introduction to XML Programming	3
CIS236 C	Introduction to Oracle: SQL & PL/SQL	3
CIS247 C	Python Programming	3
Total Units		25 - 27

**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION			
Health Information Technology	<b>HEALTH INFORMATION TECHNOLOGY ASSOCIATE IN SCIENCE DEGREE PROGRAM</b> Prerequisites	2019 Fall	HI 114 and HI 224 title changes  No total unit change			
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>					Units
					Units	
	<table border="1"> <tr> <td>CIS111 C</td> <td>Computer Information Systems</td> <td align="right">3</td> </tr> </table>			CIS111 C	Computer Information Systems	3
	CIS111 C			Computer Information Systems	3	
	<table border="1"> <tr> <td>HS145 C</td> <td>Survey of Medical Terminology</td> <td align="right">3</td> </tr> </table>			HS145 C	Survey of Medical Terminology	3
	HS145 C			Survey of Medical Terminology	3	
	<table border="1"> <tr> <td>ENGL100 C</td> <td>College Writing</td> <td align="right">4</td> </tr> </table>			ENGL100 C	College Writing	4
	ENGL100 C			College Writing	4	
	<table border="1"> <tr> <td colspan="2">Eligibility for Math 120 C</td> <td></td> </tr> </table>			Eligibility for Math 120 C		
	Eligibility for Math 120 C					
	SEMESTER 1					
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>					Units
					Units	
	<table border="1"> <tr> <td>HI100 C</td> <td>Trends in Health Care Delivery</td> <td align="right">3</td> </tr> </table>			HI100 C	Trends in Health Care Delivery	3
	HI100 C			Trends in Health Care Delivery	3	
	<table border="1"> <tr> <td>HI101 C</td> <td>Health Information Management</td> <td align="right">3</td> </tr> </table>			HI101 C	Health Information Management	3
	HI101 C			Health Information Management	3	
	<table border="1"> <tr> <td>BIOL210 C</td> <td>Anatomy and Physiology</td> <td align="right">5</td> </tr> </table>			BIOL210 C	Anatomy and Physiology	5
	BIOL210 C			Anatomy and Physiology	5	
	<table border="1"> <tr> <td>MATH120 C</td> <td>Introduction to Probability and Statistics</td> <td align="right">4</td> </tr> </table>			MATH120 C	Introduction to Probability and Statistics	4
	MATH120 C			Introduction to Probability and Statistics	4	
	SEMESTER 2					
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>					Units
					Units	
	<table border="1"> <tr> <td>HI102 C</td> <td>Legal Aspects of Health Care</td> <td align="right">3</td> </tr> </table>			HI102 C	Legal Aspects of Health Care	3
	HI102 C			Legal Aspects of Health Care	3	
	<table border="1"> <tr> <td>HI103 C</td> <td>Healthcare Data Analysis</td> <td align="right">3</td> </tr> </table>			HI103 C	Healthcare Data Analysis	3
HI103 C	Healthcare Data Analysis	3				
<table border="1"> <tr> <td>HI114 C</td> <td>Beginning ICD-10-CM and ICD-10-PCS Coding</td> <td align="right">3</td> </tr> </table>	HI114 C	Beginning ICD-10-CM and ICD-10-PCS Coding	3			
HI114 C	Beginning ICD-10-CM and ICD-10-PCS Coding	3				
<table border="1"> <tr> <td>HS147 C</td> <td>Survey of Disease</td> <td align="right">3</td> </tr> </table>	HS147 C	Survey of Disease	3			
HS147 C	Survey of Disease	3				
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<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>			Units			
		Units				
<table border="1"> <tr> <td>HI203 C</td> <td>Medical Quality Management</td> <td align="right">3</td> </tr> </table>	HI203 C	Medical Quality Management	3			
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<table border="1"> <tr> <td>HI214 C</td> <td>CPT/Ambulatory Care Coding</td> <td align="right">3</td> </tr> </table>	HI214 C	CPT/Ambulatory Care Coding	3			
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<table border="1"> <tr> <td>HI225 C</td> <td>Information Technology</td> <td align="right">3</td> </tr> </table>	HI225 C	Information Technology	3			
HI225 C	Information Technology	3				
<table border="1"> <tr> <td>HI230 C ***</td> <td>Directed Practice I</td> <td align="right">3</td> </tr> </table>	HI230 C ***	Directed Practice I	3			
HI230 C ***	Directed Practice I	3				
SEMESTER 4						
<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>			Units			
		Units				
<table border="1"> <tr> <td>CIS236 C</td> <td>Introduction to Oracle: SQL &amp; PL/SQL</td> <td align="right">3</td> </tr> </table>	CIS236 C	Introduction to Oracle: SQL & PL/SQL	3			
CIS236 C	Introduction to Oracle: SQL & PL/SQL	3				
<table border="1"> <tr> <td>HI224 C</td> <td>Advanced ICD-10-CM and ICD-10-PCS Coding</td> <td align="right">3</td> </tr> </table>	HI224 C	Advanced ICD-10-CM and ICD-10-PCS Coding	3			
HI224 C	Advanced ICD-10-CM and ICD-10-PCS Coding	3				
<table border="1"> <tr> <td>HI240 C ***</td> <td>Directed Practice II</td> <td align="right">4</td> </tr> </table>	HI240 C ***	Directed Practice II	4			
HI240 C ***	Directed Practice II	4				
<table border="1"> <tr> <td>HI245 C</td> <td>Coding Skills Lab</td> <td align="right">2</td> </tr> </table>	HI245 C	Coding Skills Lab	2			
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<table border="1"> <tr> <td>Total Units</td> <td></td> <td align="right">61</td> </tr> </table>	Total Units		61			
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**REVISED DEGREES/CERTIFICATES**

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Mortuary Science	<p><b>ASSOCIATE IN SCIENCE DEGREE IN MORTUARY SCIENCE</b></p> <p>Prerequisites</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> <tr><td>ENGL100 C</td><td>College Writing</td><td>4</td></tr> <tr><td>BIOL210 C</td><td>Anatomy and Physiology</td><td>5</td></tr> <tr><td></td><td>or</td><td></td></tr> <tr><td>BIOL231 C</td><td>General Human Anatomy</td><td>4</td></tr> <tr><td>MATH040 C</td><td>Intermediate Algebra</td><td>4</td></tr> <tr><td></td><td>or</td><td></td></tr> <tr><td>MATH041 C</td><td>Combined Algebra I and II</td><td>6</td></tr> </table> <p>SEMESTER 1</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> <tr><td>MORT201 C</td><td>Funeral Directing</td><td>5</td></tr> <tr><td>MORT202 C</td><td>Funeral Service Administration I</td><td>4</td></tr> <tr><td>MORT203 C</td><td>Methods of Disposition</td><td>4</td></tr> <tr><td>MORT214 C</td><td>Funeral Service Sciences</td><td>5</td></tr> </table> <p>Summer Session – Optional</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> <tr><td>MORT085 C</td><td>Work Experience</td><td>1 - 4</td></tr> <tr><td>MORT281 C</td><td>Funeral Service Practicum</td><td>4 - 12</td></tr> </table> <p>SEMESTER 2</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> <tr><td>MORT204 C</td><td>Funeral Service Administration II</td><td>4</td></tr> <tr><td>MORT215 C</td><td>Embalming</td><td>5</td></tr> <tr><td>MORT234 C</td><td>Funeral Service Ethics and Laws I</td><td>4</td></tr> <tr><td>MORT248 C</td><td>Funeral Service Thanatology</td><td>6</td></tr> </table> <p>SEMESTER 3</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> <tr><td>MORT216 C</td><td>Restorative Art</td><td>5</td></tr> <tr><td>MORT236 C</td><td>Funeral Service Ethics and Laws II</td><td>4</td></tr> <tr><td>MORT288 C</td><td>Funeral Service Capstone</td><td>4</td></tr> </table> <p>Winter Intersession – Optional</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> <tr><td>MORT299 C</td><td>Work Experience</td><td>1 - 4</td></tr> <tr><td>MORT281 C</td><td>Funeral Service Practicum</td><td>4 - 12</td></tr> <tr><td>Total Units</td><td></td><td>50</td></tr> <tr><td></td><td></td><td></td></tr> </table>			Units	ENGL100 C	College Writing	4	BIOL210 C	Anatomy and Physiology	5		or		BIOL231 C	General Human Anatomy	4	MATH040 C	Intermediate Algebra	4		or		MATH041 C	Combined Algebra I and II	6			Units	MORT201 C	Funeral Directing	5	MORT202 C	Funeral Service Administration I	4	MORT203 C	Methods of Disposition	4	MORT214 C	Funeral Service Sciences	5			Units	MORT085 C	Work Experience	1 - 4	MORT281 C	Funeral Service Practicum	4 - 12			Units	MORT204 C	Funeral Service Administration II	4	MORT215 C	Embalming	5	MORT234 C	Funeral Service Ethics and Laws I	4	MORT248 C	Funeral Service Thanatology	6			Units	MORT216 C	Restorative Art	5	MORT236 C	Funeral Service Ethics and Laws II	4	MORT288 C	Funeral Service Capstone	4			Units	MORT299 C	Work Experience	1 - 4	MORT281 C	Funeral Service Practicum	4 - 12	Total Units		50				2018 Fall	MORT 085 C number change to MORT 299 C was never sent through Curriculum approvals therefore the degree must be changed back to the original number MORT 085 C
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**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION																																																																																	
Psychology	<p><b>ASSOCIATE OF ARTS IN PSYCHOLOGY FOR TRANSFER</b>                      Required Core Courses: (11 units)</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>PSY101 C</td> <td>Introduction to Psychology</td> <td align="right">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>PSY101HC</td> <td>Honors Introduction to Psychology</td> <td align="right">3</td> </tr> <tr> <td>PSY161 C</td> <td>Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>PSY161HC</td> <td>Honors Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>SOC161 C</td> <td>Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>SOC161HC</td> <td>Honors Probability and Statistics-Social Sciences</td> <td align="right">4</td> </tr> <tr> <td>PSY202 C</td> <td>Research Methods in Psychology</td> <td align="right">4</td> </tr> </table> <p><b>List A: Select one course of three (3) to four (4) units.</b></p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>PSY221 C</td> <td>The Brain and Behavior</td> <td align="right">3</td> </tr> <tr> <td>BIOL101 C</td> <td>General Biology</td> <td align="right">4</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>BIOL101HC</td> <td>Honors General Biology</td> <td align="right">4</td> </tr> </table> <p><b>List B: Select one of the following three (3) unit courses, or any course not taken in List A (3-4 units)</b></p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>PSY139 C</td> <td>Developmental Psychology</td> <td align="right">3</td> </tr> <tr> <td>PSY222 C</td> <td>Abnormal Psychology</td> <td align="right">3</td> </tr> </table> <p><b>List C: Select one of the following three (3) unit Psychology courses, or any course not already selected in List A or List B</b></p> <table border="1"> <tr> <td>PSY110 C</td> <td>Applied Psychology</td> <td align="right">3</td> </tr> <tr> <td>PSY120 C</td> <td>Human Sexuality</td> <td align="right">3</td> </tr> <tr> <td>PSY145 C</td> <td>Child Psychology</td> <td align="right">3</td> </tr> <tr> <td>PSY251 C</td> <td>Social Psychology</td> <td align="right">3</td> </tr> <tr> <td>PSY255 C</td> <td>Psychology of Aging</td> <td align="right">3</td> </tr> <tr> <td>PSY131 C</td> <td>Cross-Cultural Psychology</td> <td align="right">3</td> </tr> <tr> <td>Total Units</td> <td></td> <td align="right">20 - 21</td> </tr> </table>			Units	PSY101 C	Introduction to Psychology	3		or		PSY101HC	Honors Introduction to Psychology	3	PSY161 C	Probability and Statistics-Social Sciences	4		or		PSY161HC	Honors Probability and Statistics-Social Sciences	4		or		SOC161 C	Probability and Statistics-Social Sciences	4		or		SOC161HC	Honors Probability and Statistics-Social Sciences	4	PSY202 C	Research Methods in Psychology	4			Units	PSY221 C	The Brain and Behavior	3	BIOL101 C	General Biology	4		or		BIOL101HC	Honors General Biology	4			Units	PSY139 C	Developmental Psychology	3	PSY222 C	Abnormal Psychology	3	PSY110 C	Applied Psychology	3	PSY120 C	Human Sexuality	3	PSY145 C	Child Psychology	3	PSY251 C	Social Psychology	3	PSY255 C	Psychology of Aging	3	PSY131 C	Cross-Cultural Psychology	3	Total Units		20 - 21	2019 Fall	Sociology and Psychology and Human Services Departments met and decided to discontinue cross-listed courses including HUSR 255 C, which is being removed from this degree. No total unit change.
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**REVISED DEGREES/CERTIFICATES**

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Radiologic Technology	<p><b>ASSOCIATE IN SCIENCE DEGREE RADIOLOGIC TECHNOLOGY</b></p> <p><b>PROGRAM GOALS AND OBJECTIVES</b></p> <table border="1"> <thead> <tr> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>1. To provide students with a balance of instruction in radiologic technology courses as well as support courses.</td> <td></td> </tr> <tr> <td>2. To provide students with knowledge and skill to perform radiologic technology procedures.</td> <td></td> </tr> <tr> <td>3. To facilitate development of applied skills in effective communication, critical thinking, and problem solving in the practice of radiography.</td> <td></td> </tr> <tr> <td>4. To provide clinical experience compliment didactic instruction and develop clinical skills required for professional practice.</td> <td></td> </tr> <tr> <td>5. To provide an environment that encourages personal and professional growth.</td> <td></td> </tr> <tr> <td>6. To promote values of compassion, respect, understanding, and dignity in providing care to patients during imaging procedures.</td> <td></td> </tr> <tr> <td>7. To provide the health care community with graduate entry level radiographers skilled in diagnostic imaging procedures.</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table> <p><b>PROGRAM PREREQUISITES</b> Foundation courses are required prior to admission to the program. The following required courses plus a minimum of 9 general education units must be completed by the end of the spring semester with a minimum grade of "C" in each course to be considered for the fall (August) class.</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>HS145 C</td> <td>Survey of Medical Terminology</td> <td>3</td> </tr> <tr> <td>BIOL210 C</td> <td>Anatomy and Physiology</td> <td>5</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL231 C</td> <td>General Human Anatomy</td> <td>4</td> </tr> <tr> <td>RADT142 C</td> <td>Radiologic Electronics</td> <td>4</td> </tr> <tr> <td>RADT146 C</td> <td>Introduction to Radiography</td> <td>4</td> </tr> <tr> <td>MATH040 C</td> <td>Intermediate Algebra</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MATH041 C</td> <td>Combined Algebra I and II</td> <td>6</td> </tr> </tbody> </table> <p>Required Courses are listed in suggested sequence:</p> <p><b>SEMESTER 1</b></p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>RADT148 C</td> <td>Radiology Imaging Techniques</td> <td>4</td> </tr> <tr> <td>RADT150 C</td> <td>Radiographic Positioning I</td> <td>5</td> </tr> <tr> <td>RADT153 C</td> <td>Radiography Patient Care</td> <td>3</td> </tr> <tr> <td>HS147 C</td> <td>Survey of Disease</td> <td>3</td> </tr> </tbody> </table> <p><b>SEMESTER 2</b></p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Units	1. To provide students with a balance of instruction in radiologic technology courses as well as support courses.		2. To provide students with knowledge and skill to perform radiologic technology procedures.		3. To facilitate development of applied skills in effective communication, critical thinking, and problem solving in the practice of radiography.		4. To provide clinical experience compliment didactic instruction and develop clinical skills required for professional practice.		5. To provide an environment that encourages personal and professional growth.		6. To promote values of compassion, respect, understanding, and dignity in providing care to patients during imaging procedures.		7. To provide the health care community with graduate entry level radiographers skilled in diagnostic imaging procedures.								Units	HS145 C	Survey of Medical Terminology	3	BIOL210 C	Anatomy and Physiology	5		or		BIOL231 C	General Human Anatomy	4	RADT142 C	Radiologic Electronics	4	RADT146 C	Introduction to Radiography	4	MATH040 C	Intermediate Algebra	4		or		MATH041 C	Combined Algebra I and II	6			Units	RADT148 C	Radiology Imaging Techniques	4	RADT150 C	Radiographic Positioning I	5	RADT153 C	Radiography Patient Care	3	HS147 C	Survey of Disease	3			Units				2019 Fall	Some course titles have been revised. RADT 148, RADT 150, RADT 247  No total unit change
	Units																																																																									
1. To provide students with a balance of instruction in radiologic technology courses as well as support courses.																																																																										
2. To provide students with knowledge and skill to perform radiologic technology procedures.																																																																										
3. To facilitate development of applied skills in effective communication, critical thinking, and problem solving in the practice of radiography.																																																																										
4. To provide clinical experience compliment didactic instruction and develop clinical skills required for professional practice.																																																																										
5. To provide an environment that encourages personal and professional growth.																																																																										
6. To promote values of compassion, respect, understanding, and dignity in providing care to patients during imaging procedures.																																																																										
7. To provide the health care community with graduate entry level radiographers skilled in diagnostic imaging procedures.																																																																										
		Units																																																																								
HS145 C	Survey of Medical Terminology	3																																																																								
BIOL210 C	Anatomy and Physiology	5																																																																								
	or																																																																									
BIOL231 C	General Human Anatomy	4																																																																								
RADT142 C	Radiologic Electronics	4																																																																								
RADT146 C	Introduction to Radiography	4																																																																								
MATH040 C	Intermediate Algebra	4																																																																								
	or																																																																									
MATH041 C	Combined Algebra I and II	6																																																																								
		Units																																																																								
RADT148 C	Radiology Imaging Techniques	4																																																																								
RADT150 C	Radiographic Positioning I	5																																																																								
RADT153 C	Radiography Patient Care	3																																																																								
HS147 C	Survey of Disease	3																																																																								
		Units																																																																								

RADT247 C	Radiographic Positioning II	5
RADT251 C	Radiology Externship	7
RADT162 C	Radiology Special Procedures	3
RADT252 C	Radiobiology	1.5
RADT253 C	Radiation Laws and Ethics	1.5
SUMMER INTERSESSION		
		Units
RADT254 C	Clinical Internship I	6.5
RADT196 C	Selected Topics I	1
SEMESTER 3		
		Units
RADT255 C	Clinical Internship II	12
RADT197 C	Selected Topics II	1
RADT260 C	Fluoroscopy Permit Course	3
SEMESTER 4		
		Units
RADT256 C	Clinical Internship III	12
RADT198 C	Selected Topics III	1
Note: Non-refundable supplemental materials charges will apply to some of the above courses in this program.		
CONTINUING EDUCATION COURSES (Recommended Not Required)		
		Units
RADT262 C	Cross-Sectional Imaging	1
Total Units		69.5

**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION			
Radiologic Technology	<p><b>RADIOLOGIC TECHNOLOGY CERTIFICATE</b> MINIMUM STANDARDS FOR APPLICANTS</p>	2019 Fall	Some course titles have changed: RADT 148, 150, and 247.  No total unit change			
	<table border="1"> <tr> <td data-bbox="354 302 667 338"></td> <td data-bbox="667 302 980 338"></td> <td data-bbox="980 302 1040 338">Units</td> </tr> </table>					Units
					Units	
	1. Eligibility for admission to Cypress College.					
	2. High school graduation, or completion of the General Education Development (GED) test, or high school proficiency test.					
	3. Minimum age of 17 years.					
	4. Present evidence of good physical and mental health, as determined by medical examination upon admission to program and prior to enrollment.					
	5. Overall GPA of 2.0 in all college classes taken.					
	6. Must have own transportation to all affiliated hospitals.					
	7. Eligibility for ENGL 100 C.					
	8. Completion of 9 units of General Education. (See General Education requirements in catalog.)					
	9. Enrollment in, or completion of, program prerequisites.					
	APPLICATION PROCEDURES					
	<table border="1"> <tr> <td data-bbox="354 905 667 940"></td> <td data-bbox="667 905 980 940"></td> <td data-bbox="980 905 1040 940">Units</td> </tr> </table>					Units
					Units	
	1. A separate application, in addition to the college application form, is required for admission into the Radiologic Technology program.					
	2. Application must be completed online during the month of February. Please see the Health Science Application link on the Radiology Technology home page.					
	3. Applicants must submit official transcripts (except Cypress and Fullerton Colleges) and signature page of application in person to the Health Science Applications office. Health Science Building, Cypress College 9200 Valley View Street, Cypress, California 90630-5897 by March 15. Please bring photo identification.					
	4. It is the applicant's responsibility to verify that evidence of criteria is on file.					
	SELECTION PROCEDURES					
	<table border="1"> <tr> <td data-bbox="354 1402 667 1438"></td> <td data-bbox="667 1402 980 1438"></td> <td data-bbox="980 1402 1040 1438">Units</td> </tr> </table>					Units
					Units	
	1. Applications normally exceed capacity. Selection of applicants is based on accumulation of points. (Criteria is subject to change. For information see a Health Science Counselor.)					
	PROGRAM PREREQUISITES					
	Foundation courses are required prior to admission to the program. The following required courses plus a minimum of 9 general education units must be completed by the end of the spring semester with a minimum grade of "C" in each course to be considered for the fall (August) class.					
<table border="1"> <tr> <td data-bbox="354 1766 505 1801"></td> <td data-bbox="505 1766 954 1801"></td> <td data-bbox="954 1766 1040 1801">Units</td> </tr> </table>			Units			
		Units				
HS145 C	Survey of Medical Terminology	3				
BIOL210 C	Anatomy and Physiology	5				

	or	
BIOL231 C	General Human Anatomy	4
RADT142 C	Radiologic Electronics	4
RADT146 C	Introduction to Radiography	4
MATH040 C	Intermediate Algebra	4
<p><b>RADIOLOGIC TECHNOLOGY CURRICULUM</b>  Radiologic Technology courses must be taken in a specific sequence. Students must obtain a minimum grade of "C" in all required courses to continue in the program. The three (3) semester internships will begin during the summer session following semester 2 of the curriculum and continue until June of the following year.</p> <p>All courses, including general education courses, to satisfy the Associate Degree (refer to Cypress' Associate Degree requirements) must be completed prior to the end of the internship year. Upon completion of the program and Associate Degree requirements, the student will be eligible for the State Certification and National Registry Examinations. For further information, contact a Health Science Counselor, (714) 484-7270.</p> <p>Required Courses are listed in suggested sequence:</p>		
<b>SEMESTER 1</b>		
		Units
RADT148 C	Radiology Imaging Techniques	4
RADT150 C	Radiographic Positioning I	5
RADT153 C *	Radiography Patient Care	3
HS147 C	Survey of Disease	3
<b>SEMESTER 2</b>		
		Units
RADT247 C	Radiographic Positioning II	5
RADT251 C	Radiology Externship	7
RADT162 C	Radiology Special Procedures	3
RADT252 C	Radiobiology	1.5
RADT253 C	Radiation Laws and Ethics	1.5
<b>SUMMER INTERSESSION</b>		
		Units
RADT254 C	Clinical Internship I	6.5
RADT196 C	Selected Topics I	1
<b>SEMESTER 3</b>		
		Units
RADT255 C	Clinical Internship II	12
RADT197 C	Selected Topics II	1
RADT260 C	Fluoroscopy Permit Course	3
<b>SEMESTER 4</b>		
		Units
RADT256 C	Clinical Internship III	12
RADT198 C	Selected Topics III	1
<p>Note: Non-refundable supplemental materials charges will apply to some of the above courses in this program.</p>		
<b>CONTINUING EDUCATION COURSES (Recommended Not Required)</b>		
		Units
RADT262 C	Cross-Sectional Imaging	1
<b>Total Units</b>		<b>69.5</b>



**DELETE DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION																											
Health Information Technology	<p><b>HEALTH CARE MANAGEMENT AND SUPERVISION CERTIFICATE</b></p> <p>Required courses are listed in numeric sequence:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>HI100 C</td> <td>Trends in Health Care Delivery</td> <td>3</td> </tr> <tr> <td>HI102 C</td> <td>Legal Aspects of Health Care</td> <td>3</td> </tr> <tr> <td>HI115 C</td> <td>Medical Staff Services Science</td> <td>3</td> </tr> <tr> <td>MGT262 C</td> <td>Principles of Management</td> <td>3</td> </tr> <tr> <td>MGT266 C</td> <td>Human Relations in Business</td> <td>3</td> </tr> <tr> <td>MGT267 C</td> <td>Principles of Supervision</td> <td>3</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="2">Total Units</td> <td>18</td> </tr> </tbody> </table>			Units	HI100 C	Trends in Health Care Delivery	3	HI102 C	Legal Aspects of Health Care	3	HI115 C	Medical Staff Services Science	3	MGT262 C	Principles of Management	3	MGT266 C	Human Relations in Business	3	MGT267 C	Principles of Supervision	3				Total Units		18	2019 Fall	Certificate no longer valid
		Units																												
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HI102 C	Legal Aspects of Health Care	3																												
HI115 C	Medical Staff Services Science	3																												
MGT262 C	Principles of Management	3																												
MGT266 C	Human Relations in Business	3																												
MGT267 C	Principles of Supervision	3																												
Total Units		18																												
Health Information Technology	<p><b>HEALTH CARE MARKETING AND SALES CERTIFICATE</b></p> <p>Required courses are listed in numeric sequence:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>HI100 C</td> <td>Trends in Health Care Delivery</td> <td>3</td> </tr> <tr> <td>HI102 C</td> <td>Legal Aspects of Health Care</td> <td>3</td> </tr> <tr> <td>HI115 C</td> <td>Medical Staff Services Science</td> <td>3</td> </tr> <tr> <td>MKT222 C</td> <td>Principles of Marketing</td> <td>3</td> </tr> <tr> <td>MKT103 C</td> <td>Principles of Advertising</td> <td>3</td> </tr> <tr> <td>MKT208 C</td> <td>Principles of Selling</td> <td>3</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="2">Total Units</td> <td>18</td> </tr> </tbody> </table>			Units	HI100 C	Trends in Health Care Delivery	3	HI102 C	Legal Aspects of Health Care	3	HI115 C	Medical Staff Services Science	3	MKT222 C	Principles of Marketing	3	MKT103 C	Principles of Advertising	3	MKT208 C	Principles of Selling	3				Total Units		18	2019 Fall	Certificate no longer valid
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**AMENDMENT TO  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
COLLEGE AND CAREER ACCESS PATHWAYS  
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT  
2018-2019**

As of November 13, 2018, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD) and Anaheim Union High School District (“SCHOOL DISTRICT”) will be amended by adding three educational programs (ADDENDUM A).

This change is only the addition of three educational programs; the entire remainder of the original agreement remains in full force.

This Amendment may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on November 13, 2018

By: \_\_\_\_\_  
Anaheim Union High School District  
Jaron Fried, Ed.D.  
Assistant Superintendent, Education Services

By: \_\_\_\_\_  
Fullerton College  
José Ramón Núñez, Ph.D.  
Vice President, Instruction

By: \_\_\_\_\_  
North Orange County Community College District  
Cherry Li-Bugg, Ph.D.  
Vice Chancellor, Educational Services and Technology

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*Note: All referenced Sections from AB 288 (Education Code 76004)*

**ADDENDUM A**

- 1. CCAP AGREEMENT PROGRAM YEAR** – college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor; and employer of record.

**PROGRAM YEAR: 2018-2019**

**COLLEGE: Fullerton College**

**EDUCATIONAL PROGRAMS: Counseling, Administration of Justice**

**SCHOOL DISTRICT: Anaheim Union High School District**

**HIGH SCHOOLS: Loara, Gilbert, Anaheim**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 90 students				TOTAL PROJECTED FTES: 3 FTES			
COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Criminal Investigation	AJ 223 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS
2. Orientation for College Success	COUN 100 F	Spring 2019	3:00 – 6:20pm	W	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Gilbert HS
3. Introduction to Biotechnology Lab	BIOL 190 F	Spring 2019	TBD	T/R	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

The courses have been offered previously to college bound high school students to support a successful transition into college level coursework and improve matriculation.

- 2. BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

*Note: All referenced Sections from AB 288 (Education Code 76004)*

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Criminal Investigation	TBD			
2. Orientation for College Success	N/A			
3. Introduction to Biotechnology Lab	TBD			

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*Note: All referenced Sections from AB 288 (Education Code 76004)*



**AMENDMENT TO  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
COLLEGE AND CAREER ACCESS PATHWAYS  
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT  
2018-2021**

As of November 13, 2018, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD) and Brea Olinda Unified School District (“SCHOOL DISTRICT”) will be amended by adding one educational program (ADDENDUM A).

This change is only the addition of one educational program; the entire remainder of the original agreement remains in full force.

This Amendment may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on November 13, 2018

By: \_\_\_\_\_  
Brea Olinda Unified School District  
Brad Mason, Ed.D.  
Superintendent of Schools

By: \_\_\_\_\_  
Fullerton College  
José Ramón Núñez, Ph.D.  
Vice President, Instruction

By: \_\_\_\_\_  
North Orange County Community College District  
Cherry Li-Bugg, Ph.D.  
Vice Chancellor, Educational Services and Technology

---

*Note: All referenced Sections from AB 288 (Education Code 76004)*

**ADDENDUM A**

- 1. CCAP AGREEMENT PROGRAM YEAR** – college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor; and employer of record.

**PROGRAM YEAR: 2018-2019**

**COLLEGE: Fullerton College**

EDUCATIONAL PROGRAMS: **Child Development and Educational Studies**

SCHOOL DISTRICT: **Brea Olinda Unified School District**

HIGH SCHOOLS: **Brea Canyon**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 30 students	TOTAL PROJECTED FTES: 1 FTES
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. School Age Child: Programs, Curriculum and Guidance	CDES 151 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Canyon HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

The courses have been offered previously to college bound high school students to support a successful transition into college level coursework and improve matriculation.
--

- 2. BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. School Age Child: Programs, Curriculum and Guidance	Working w/School-Age Children/Marlene Bumgardner/ISBN#9780132080859	No Cost	N/A	

*Note: All referenced Sections from AB 288 (Education Code 76004)*





**AMENDMENT TO  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
COLLEGE AND CAREER ACCESS PATHWAYS  
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT  
2018-2021**

As of November 13, 2018, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD) and Fullerton Joint Union High School District (“SCHOOL DISTRICT”) will be amended by adding three educational programs (ADDENDUM A).

This change is only the addition of three educational programs; the entire remainder of the original agreement remains in full force.

This Amendment may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on November 13, 2018

By: \_\_\_\_\_  
Fullerton Joint Union High School District  
Sylvia Kaufman, Ed.D.  
Assistant Superintendent, Educational Services

By: \_\_\_\_\_  
Fullerton College  
José Ramón Núñez, Ph.D.  
Vice President, Instruction

By: \_\_\_\_\_  
North Orange County Community College District  
Cherry Li-Bugg, Ph.D.  
Vice Chancellor, Educational Services and Technology

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*Note: All referenced Sections from AB 288 (Education Code 76004)*

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- 1. CCAP AGREEMENT PROGRAM YEAR** – college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor; and employer of record.

**PROGRAM YEAR: 2018-2019**

**COLLEGE: Fullerton College**

EDUCATIONAL PROGRAMS: **Administration of Justice, Child Development and Educational Studies, Business Management**

SCHOOL DISTRICT: **Fullerton Joint Union High School District**

HIGH SCHOOLS: **La Habra, La Vista, Buena Park**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 90 students	TOTAL PROJECTED FTES: 3 FTES
--	------------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Introduction to Law Enforcement	AJ 100 F	Spring 2019	3:00 – 4:50pm	T/R	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Habra HS
2. Principles of Infant/Toddler Care and Education	CDES 141 F	Spring 2019	3:35 – 6:00pm	MW	Clementir, Jingky	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
3. Introduction to Business	BUS 100 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

The courses have been offered previously to college bound high school students to support a successful transition into college level coursework and improve matriculation.

*Note: All referenced Sections from AB 288 (Education Code 76004)*

2. **BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Introduction to Law Enforcement	ISBN-10: 1285444329 ISBN-13: 9781285444321	\$65-\$100	N/A	
2. Principles of Infant/Toddler Care and Education	Infants, Toddlers, and Caregivers, 10th edition/Janet Gonzalez-Mena / ISBN#9780078110344 Secure Relationships / Alice Sterling Honig / ISBN#1928896030	No Cost		
3. Introduction to Business	TBD			

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*Note: All referenced Sections from AB 288 (Education Code 76004)*



**AMENDMENT TO  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
COLLEGE AND CAREER ACCESS PATHWAYS  
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT  
2018-2021**

As of November 13, 2018, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD) and Placentia-Yorba Linda Unified School District (“SCHOOL DISTRICT”) will be amended by adding one educational program (ADDENDUM A).

This change is only the addition of one educational program; the entire remainder of the original agreement remains in full force.

This Amendment may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on November 13, 2018

By: \_\_\_\_\_  
Placentia-Yorba Linda Unified School District  
David Giordano  
Assistant Superintendent, Business Services

By: \_\_\_\_\_  
Fullerton College  
José Ramón Núñez, Ph.D.  
Vice President, Instruction

By: \_\_\_\_\_  
North Orange County Community College District  
Cherry Li-Bugg, Ph.D.  
Vice Chancellor, Educational Services and Technology

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*Note: All referenced Sections from AB 288 (Education Code 76004)*

**ADDENDUM A**

- 1. CCAP AGREEMENT PROGRAM YEAR** – college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor; and employer of record.

**PROGRAM YEAR: 2018-2019**

**COLLEGE: Fullerton College**

EDUCATIONAL PROGRAMS: **Sociology**

SCHOOL DISTRICT: **Placentia-Yorba Linda Union School District**

HIGH SCHOOLS: **La Entrada**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 30 students	TOTAL PROJECTED FTES: 1 FTES
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Introduction to Sociology	SOC 101 F	Spring 2019	3:15 – 5:05pm	M/W	Harrigan, Selena	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Esperanza HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

The courses have been offered previously to college bound high school students to support a successful transition into college level coursework and improve matriculation.

- 2. BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Introduction to Sociology	TBD			

*Note: All referenced Sections from AB 288 (Education Code 76004)*

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	X
<b>DATE:</b>	November 13, 2018	Information	_____
		Enclosure(s)	X
<b>SUBJECT:</b>	Fullerton College Assembly Bill 1806; Budget Act of 2018		

**BACKGROUND:** Fullerton College is pleased to report that through the approval of the Assembly Bill 1806; The Budget Act of 2018, the college has been awarded \$1,000,000. The funds have been approved to support equipment upgrades to improve and expand the Fullerton College Welding Program.

This agenda item was submitted by Ken Starkman, Dean, Technology and Engineering Division.

**How does this relate to the five District Strategic Directions?** The project specifically supports the District's Strategic Directions #1 and #5. The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements and courses. The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses. More specifically this project will support students earning welding certifications and qualify students for work readiness which supports the community and business. This project expands outreach to educational and civic organizations.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** The funding source is the State of California. All funding will be received following Board approval. Funding will be spent on the Fullerton College Welding Program.

**RECOMMENDATION:** Authorization is requested to accept new revenue from the authorization of Assembly Bill 1806; The Budget Act of 2018 in the amount of \$1,000,000 to support equipment upgrades to improve and expand the Fullerton College Welding Program. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.



**Fullerton College  
FC Welding Program Improvement Grant**

**Budget  
July 1, 2018 - June 30, 2019**

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>				<u>PROPOSED BUDGET</u>
<b>20000 Classified &amp; Other Non-Academic Salaries</b>	17309	5795	20000	6010	\$ 8,000
<b>30000 Employee Benefits</b>	17309	5795	30000	6010	\$ 2,320
<b>40000 Supplies &amp; Materials</b>	17309	5795	40000	0900	\$ 100,000
<b>50000 Other Operating Expenses &amp; Services</b>	17309	5795	50000	0900	\$ 80,000
<b>60000 Capital Outlay</b>	17309	5795	60000	0900	\$ 809,680
	<b>Total Expenses</b>				<b>\$ 1,000,000</b>
<b>80000 Revenue</b>	17309	5795	86541	0900	\$ 1,000,000
	<b>Total Revenues</b>				<b>\$ 1,000,000</b>



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	X
<b>DATE:</b>	November 13, 2018	Information	
		Enclosure(s)	X
<b>SUBJECT:</b>	Strong Workforce Program (SWP) Incentive Funding Allocation 2018-2019		

**BACKGROUND:** On September 12, 2018, the CCCCCO announced the 2018-2019 local and regional allocations for both the SWP base and incentive amounts. The SWP Funds are allocated pursuant to the Workforce Innovation and Opportunity Act (Public Law 113-128). This is the third year of continuous funding for SWP, which underscores its stability due to the legislative commitment.

The NOCCCD local base allocation for 2018-2019 was \$3,804,447. As this amount was included in NOCCCD’s FY 2018-2019 Advance Apportionment we were able to include the allocation in the NOCCCD Proposed Budget & Financial Report 2018-2019 which was board approved on September 11, 2018. Following the board approval, we were notified that our SWP 17% Incentive Funding was **\$585,670**. This incentive funding is based on MIS data submission that is the basis for calculating the positive incentive as recommended by the 17% Committee.

On October 3, 2018 Chancellor’s Staff reviewed and discussed the proposals for the 17% incentive funding. The approved projects are:

CC – CTE Pathway Curriculum & Marketing Coordinator	\$ 50,000
FC – CTE Pathway Curriculum & Marketing Coordinator	\$ 50,000
CC / FC / NOCE Marketing Contract Extension for Interact	\$410,000
Funding set aside for potential District Grants Director	<u>\$ 75,670</u>
Total	\$585,670

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

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 3250: Institutional Planning and 3280: Grants.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The District has been awarded \$585,670 in SWP 17% Incentive Funding in the 2018-2019 fiscal year. Board approval of the funding is needed for the District to receive the 2018-2019 17% SWP Incentive funding, local share.

**RECOMMENDATION:** Authorization is requested to accept new funding \$585,670 in SWP 17% Incentive Funding in the 2018-2019 fiscal year. It is further recommended that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to California Code of Regulations Title 5, Section 58308. Further authorization requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg  
Recommended by

Approved for Submittal

4.g.2  
Item No.





# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	November 13, 2018	Resolution	<u>X</u>
		Information	<u>  </u>
<b>SUBJECT:</b>	Catalyst Grant for Fullerton College, North Orange Continuing Education and Cypress College	Enclosure(s)	<u>X</u>

**BACKGROUND:** Fullerton College is pleased to report the Catalyst Grant award of \$250,000 to expand service delivery for the Grads to Be (G2B) Program at Fullerton College. In addition, the funds will be utilized to replicate G2B at Cypress College and North Orange Continuing Education. Four major service areas will be addressed: Mobile Mental Health; Legal Services; Academic and Career Advising; and, Institutional Staff Development. Fullerton College will be managing the funds for the three institutions. The flexibility to cross-over funds in the areas of mental health and legal services will be proportionate to service usage (Fullerton College \$87,937; North Orange Continuing Education \$98,402; and Cypress College \$63,661). The current allocation is for one year, with the possibility of future funding.

Private funds support the Catalyst Grant, which is being administered by Immigrants Rising - a prominent organization working towards the well-being of undocumented students and families.

This agenda item was submitted by Sylvia Pimentel, Counseling Faculty.

**How does this relate to the five District Strategic Directions?** The project specifically supports the District's Strategic Directions #1, #2, and #5. The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements and courses. The District will annually make progress toward eliminating the documented achievement gap among race/ethnicity groups. The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** All funding will be received from Immigrants Rising following Board approval and will be spent on program improvements for the above-referenced programs by June 30, 2019.

**RECOMMENDATION:** Authorization is requested to accept the Catalyst Grant from Immigrants Rising in the amount of \$250,000 to be utilized for service delivery through the Grads to Be Programs at Fullerton College, North Orange Continuing Education and Cypress College. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg  
Recommended by

Approved for Submittal

4.h.2  
Item No.



**Fullerton College  
Catalyst Grant**

**Budget  
August 31, 2018 - May 25, 2019**

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>					<u>PROPOSED BUDGET</u>
<b>50000 Other Operating Expenses &amp; Services</b>						
Fullerton College	19366	5965	50000	6310		\$ 87,937
Cypress College	19366	3390	50000	6430	0010	\$ 63,661
NOCE	19366	8310	50000	6010		\$ 98,402
	<b>Total Expenses</b>					<b>\$ 250,000</b>
 <b>80000 Revenue</b>						
Fullerton College	19366	5965	81900	6310		\$ 87,937
Cypress College	19366	3390	81900	6430	0010	\$ 63,661
NOCE	19366	8310	81900	6010		\$ 98,402
	<b>Total Revenues</b>					<b>\$ 250,000</b>

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund, for fiscal year 2018-2019, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8199	Immigrants Rising	\$ <u>250,000</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
5000	Other Operating Expenses & Services	\$ 250,000
	<b>TOTALS</b>	<b>\$ <u>250,000</u></b>

AYES:

NOES:

ABSENT:

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

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on November 13<sup>th</sup>, 2018, and passed by a \_\_\_\_\_ vote of said Board.

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

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

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

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** November 13, 2018

**SUBJECT:** Academic Personnel

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

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

**How does this relate to the five District Strategic Directions?** 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.

CHANGE IN SALARY CLASSIFICATION

Cervantes, Julissa	NOCE	NonCredit Parenting Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 09/11/2018
Conaway-Bennison, Rachel	FC	Commercial Art Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/20/2018
Moore, Catherine	NOCE	NonCredit ESL Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 09/18/2018
Murillo-Virgen, Edder	FC	Counselor (ADJ) From: Column 1, Step 2 To: Column 1, Step 3 (Schedule B) Eff. 08/28/2017
Saito, Saeko	CC	Foreign Language Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/20/2018
Snow, Margaret	FC	Accounting Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/20/2018

ADDITIONAL DUTY DAYS @ PER DIEM

Foster, Marcia	FC	Head Coach, Women's Basketball	15 days
Webster, Perry	FC	Head Coach, Men's Basketball	15 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS FALL 2018

Anguelov, Katalin	CC	\$ 40.00
Assef, Celia	FC	\$ 30.00
Barsamian, Aram	FC	\$ 10.00
Cadena, Maria	FC	\$ 10.00
Chiarmonite, Thomas	FC	\$ 40.00
Coronado, Michael	CC	\$ 10.00
Duron, Yolanda	FC	\$100.00

Academic Personnel  
November 13, 2018

Foster, Marcia	FC	\$ 20.00
Goldstein, Jay	FC	\$ 20.00
Guardado, Cynthia	FC	\$ 30.00
Hurdle, Terra	CC	\$ 10.00
Klippenstein, Stephen	FC	\$ 40.00
LaMontia, Melody	FC	\$ 30.00
Lopez, David	FC	\$ 10.00
McMillion, Marcus	CC	\$ 10.00
Minton, Jeff	FC	\$ 10.00
Owen Driggs, Janet	CC	\$ 80.00
Pinkham, Bill	CC	\$ 60.00
Ramos, Jaime	CC	\$ 20.00
Robertson, Alison	CC	\$ 40.00
Saleh, Massoud	CC	\$ 25.00
Schulps, Molly	CC	\$ 20.00
Scott, Michael	FC	\$ 10.00
Siskind, Jeremy	FC	\$ 10.00
Smith, Susan	CC	\$ 20.00
Willis, Chad	FC	\$ 20.00
Young, Brandy	CC	\$ 10.00
Young, Renee	FC	\$ 10.00

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2018 FALL SEMESTER,  
FALL/WINTER TRIMESTER

Black, Sean	CC	Column 2, Step 1
Blaschke, Lillian	FC	Column 3, Step 1
Monte, Michael	CC	Column 1, Step 1
Villarreal, Maria	NOCE	Column 2, Step 1
Winston, Stephen	FC	Column 1, Step 1
Yu, Yvonne	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 SPRING SEMESTER,  
TRIMESTER

Zeno, Lance	FC	Column 2, Step 1
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TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Shea, Nora	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Black, Sean	CC	Column 2, Step 1
Yu, Yvonne	CC	Column 1, Step 1
Zeno, Lance	FC	Column 2, Step 1

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** November 13, 2018

**SUBJECT:** Classified Personnel

Action	X
Resolution	_____
Information	_____
Enclosure(s)	X

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

**How does this relate to the five District Strategic Directions?** 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  
November 13, 2018

RETIREMENT

Maitlen, Brenda                      CC                      Receptionist (50%)  
12-month position  
Eff. 11/14/2018  
PN CCC893

RESIGNATIONS

Mosqueda, Priscilla                      FC                      Student Services Technician/Edu. Partnership  
12-month position (45%)  
Eff. 09/20/2018  
FCC756

Taylor, Gail                                      CC                      Interim Executive Director, College Foundations and  
Community Relations  
12-month position (100%)  
Eff. 11/01/2018  
CIM967

NEW PERSONNEL

Bene, Jason                                      CC                      Facilities Custodian I  
12-month position (100%)  
Range 27, Step E + 10% Shift  
Classified Salary Schedule  
Eff. 11/14/2018  
PN CCC754

Georgieva, Tanya                                      CC                      Instructional Aide, Learning Resource Center  
10.5 month (100%)  
Range 30, Step C  
Classified Salary Schedule  
Eff. 11/14/2018  
PN CCC775

REHIRES

Taylor, Gail                                      CC                      Special Project Director, College Foundations and  
Community Relations  
Temporary Management Position (100%)  
Range 3, Special Project Admin Daily Rate Schedule  
Eff. 11/01/2018 – 06/30/2019  
PN CCT991

VOLUNTARY CHANGES IN ASSIGNMENT

Cota, Yvonne	CC	Administrative Assistant I (100%)  Temporary Change in Assignment To: CC Administrative Assistant I (50%) Range 33, Step E + 15% Longevity CC Administrative Assistant III (50%) Range 41, Step B + 15% Longevity Classified Salary Schedule Eff. 10/15/2018 – 06/30/2019
Gaytan, Vivian	CC	Business Office Specialist 12-month position (100%) PN CCC872  Permanent Lateral Transfer To: FC Business Office Specialist 12-month position (100%) Eff. 12/03/2018 PN FCC588
Joy, Karen	CC	Administrative Assistant II (100%)  Temporary Change in Assignment To: CC Administrative Assistant II (50%) Range 36, Step E CC Administrative Assistant III (50%) Range 41, Step D Classified Salary Schedule Eff. 10/15/2018 – 06/30/2019

PROFESSIONAL GROWTH & DEVELOPMENT

White, Vincent	FC	Cadena Center Coordinator (100%) 3 <sup>rd</sup> Increment (\$400) 4 <sup>th</sup> Increment (\$400) Eff. 07/01/2019
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LEAVES OF ABSENCE

Aikin, Carmen	AC	Executive Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/22/2018 – 11/11/2018 (Consecutive Leave)
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Classified Personnel  
November 13, 2018

Brackman, Pamela	CC	Administrative Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/15/2018 – 11/25/2018 (Consecutive Leave)
Coggi, Anita	FC	Administrative Assistant II (100%) Military Leave With Pay (USERRA) Eff. 10/26/2018
Galaviz, Myra	FC	Financial Aid Coordinator (100%) Unpaid Personal Leave Eff. 10/31/2018
Nguyen, Chau	NOCE	Instructional Assistant/Business (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/04/2018 – 12/04/2018 (Consecutive Leave)

SUSPENSION WITHOUT PAY FOR DISCIPLINARY ACTION

@00351480	FC	Five (5) Days Eff. 12/03/2018 – 12/07/2018
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NEW CLASSIFIED MANAGEMENT JOB DESCRIPTION

District Director, Grants  
Range 21  
Management Salary Schedule

District Director, Professional Development  
Range 21  
Management Salary Schedule

## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	District Director, Grants	Range: 21 (CL)	Management Schedule
Date Revised:	-----	Date Approved:	November 13, 2018
<b>THIS IS A DESIGNATED CLASSIFIED MANAGEMENT POSITION SUBJECT TO ONE-YEAR PROBATIONARY PERIOD</b>			

### PRIMARY PURPOSE

Under the direction of Vice Chancellor, Educational Services and Technology, the District Director of Grants develops, coordinates, and writes major grant applications for the District. This position is responsible for pre-award coordination, post-award support, and the management of all aspects of project implementation in accordance with the grant schedule. The District Director of Grants provides a full spectrum of service related to grant development and management to faculty, staff, and external agencies.

### ESSENTIAL FUNCTIONS

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

1.	Serves as the authorized District representative in researching, developing, administering and facilitating grant activities across the institution. Serves as primary District liaison with public funding agencies and promotes the District's interests with those agencies. Represents the District in negotiations with grantor agencies/organizations including federal rates for indirect funds.
2.	Researches, identifies and analyzes state, federal and private grant offerings that present viable funding, including long-term opportunities, and matches strategic direction and planning for the District.
3.	Provides direction for the planning and prioritization of projects and resource needs. Administers grant preparation, maintenance of documentation and prepares reports and items for submission to the Board of Trustees. Develops grant ideas and prepares major grant proposals/applications on behalf of the District.
4.	Provides leadership and coordinate with both internal and external partners related to grant opportunities and activities. Provides technical expertise and analysis in the planning, preparation, program design, budget development, and evaluation of grant submissions.
5.	Ensures the grant projects are feasible, meeting strategic targets, budgets and time-lines, with appropriate reporting and evaluation.
6.	Administers the development and monitoring of performance outcomes. Supervises and conducts research of potential federal, state, private and non-profit funding sources. Creates and maintains systems (i.e. grants database) for dissemination of information about external funding opportunities and other grants-related information.
7.	Maintains a positive, proactive relationship with Finance, Purchasing, Human Resources, Payroll and funding agencies to ensure full grant compliance and process efficiency.
8.	Trains and assists faculty and staff assigned to grant actives and grant implementation including instruction regarding internal procedures, funding agency compliance, grant deliverables, terms, mandates, financial requirements, personnel, payroll, budget monitoring, financial reporting, purchasing, administration of funded awards, grant management best for ensuring compliance, and Directs projects as assigned.

<b>NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</b>
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9.	Assists faculty and staff regarding the development and monitoring of performance outcomes including assistance to identify and resolve budget and compliance issues.
10.	Ensures that all grant expenditures are reasonable, allocable and allowable according to Federal, State, and agency regulations and guidelines.
11.	Offers professional development workshops and coaching related to grants.
12.	Creates, designs and implements processes and procedures related to grant management and proposal development; keeps records of grants; tracks college resources allocated to grants.
13.	Conducts research related to needs assessment and background information for proposal development.
14.	Trains, supervises, evaluates and directs the work of personnel as assigned; participates in selection and hiring processes; supports equity, diversity and inclusion in the hiring process.
15.	Performs related duties as assigned.

**OTHER FUNCTIONS**

In addition to the essential functions, the District Director, Grants, may participate in the development and administration of supplemental non-grant projects related to assigned programs.

**WORKING RELATIONSHIPS**

The District Director, Grants, maintains frequent contact with faculty, staff, external agencies, consultants, and with representatives from the community.

**EDUCATION AND EXPERIENCE**

**Required Qualifications**

Bachelor's degree from a regionally accredited institution

Three years of successful professional/technical grant development and management experience.

Experience in budgeting, fund accounting, and financial reporting.

Experience with grant application procedures for a variety of government and private funding sources.

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.

**Desirable Qualifications**

Recent full-time experience in grants and resource development, preferably in an educational setting or a tax-exempt 501-3 organization and/or a non-profit corporation.

Evidence of major grants received and proven success in resource development.

High professional standards and strong interpersonal skills

Effective oral and written communication skills

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

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**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of Principles, methods and best practices of grant proposal development and grant writing for an educational institution and Federal, state and local laws, regulations and court decisions applicable to assigned areas of responsibility.

Knowledge of District organization, operations, policies and objectives

Knowledge of Federal, State, and Governmental agencies involved in education

Knowledge of grant application procedures for a variety of government and private funding sources.

Knowledge of budget preparation and maintenance

Knowledge of appropriate software and databases

Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary

Knowledge of record keeping procedures

Ability to interpret, apply and explain laws, regulations, policies and procedures

Ability to assess, analyze, implement and evaluate project activities

Ability to analyze situations accurately and adopt an effective course of action

Ability to manage programs effectively and efficiently

Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to work independently with little direction

Ability to understand and follow oral and written directions

Ability to communicate efficiently both orally and in writing

Ability to supervise, train and provide work direction to others

Ability to establish and maintain effective working relationships with others

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**SPECIAL REQUIREMENTS**

None

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**WORKING CONDITIONS**

Office environment; subject to constant interruptions and frequent interactions with others; sitting for long periods at a time (up to 2-3 hours); may require off-site duties and activities.

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## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	District Director, Professional Development	Range: 21 (CL)	Management Schedule
Date Revised:	-----	Date Approved:	November 13, 2018
<b>THIS IS A DESIGNATED CLASSIFIED MANAGEMENT POSITION SUBJECT TO ONE-YEAR PROBATIONARY PERIOD</b>			

### PRIMARY PURPOSE

Under the direction of the Vice Chancellor of Human Resources, this position is responsible for directing the District-wide professional development program. Coordinates, develops, plans, implements, and evaluates meaningful professional development activities. Collaborates and serves as a resource to campus, program and organizational development initiatives.

### ESSENTIAL FUNCTIONS

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

1.	Assume a proactive and innovative leadership role in the vision and implementation of meaningful professional development activities for faculty, classified and management groups which comply with District and state objectives in professional development. Establish professional development goals and objectives that align with the District and campus goals.
2.	Provide leadership for the District Professional Development Program; serve as chairperson of the District-wide Professional Development Committee; serve as a resource and work collaboratively with the campus professional development programs.
3.	Consistent with the District's, Campus and Departments professional development and training needs, designs, plans, implements and establishes programs, goals, and objectives to align with institutional goals; prepares related reports and submits them to the California Community College Chancellor's Office as required; designs and develops programs throughout the year to meet annual objectives.
4.	Develop, design and implement training curriculum; research, recommend and facilitate current trends in professional development. Review and select training materials.
5.	Select consultants, faculty and staff to conduct training and workshops; conduct individual program evaluations, analyze performance indicators and prepare reports.
6.	Develop and prepare professional development related contracts, forms, grant applications, awards, publicity, and other web based or print written and graphic materials. Design, draft, analyze, review and select training material.
7.	Develops, monitors, and administers an assigned budget and expenditures to implement the District's Professional Development Plan within the established guidelines; prepares year-end expenditure and activities report for assigned funds; prepares District and State reports for the Vice Chancellors signature. This may include State, District and grant funds.
8.	Attend and represent the District at local, regional, state, and national meetings and conferences related to staff and organizational development. Collaborate with professional development leaders at the Chancellor's Office and other colleges and universities.
9.	Design, plan, and implement orientation programs for new faculty, staff and management employees.

<p><b>NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</b></p>
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10.	Compile and maintain a variety of records, files and statistical reports related to District-wide professional development and activities. Conduct needs assessments and follow-up surveys of activities. Provide periodic reports to the Board of Trustees and administration.
11.	Attend a variety of meetings as required; serve on committees and special projects as assigned; coordinate programs and services as appropriate with other District and college personnel.
12.	Train and provide work direction and guidance to others as directed. Evaluate performance of assigned staff.
13.	Learn and apply emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized, and timely manner
14.	Perform related duties as assigned.

**OTHER FUNCTIONS**

None

**WORKING RELATIONSHIPS**

The District Director, Professional Development maintains frequent contact with faculty, staff, and external agencies, consultants, and vendors.

**EDUCATION AND EXPERIENCE**

**Required Qualifications**

Bachelor's degree from a regionally accredited institution, preferably with a degree in training and development, education, organizational development, business or related field and four (4) years of related experience.

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.

**Desirable Qualifications**

- Experience working in professional development or training program facilitation
- Experience delivering effecting trainings
- Experience developing curriculum and training programs
- Experience implementing and managing a learning management system
- High level of critical thinking, problem solving and analytical skills
- High professional standards and strong interpersonal skills
- Effective oral and written communication skills

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of Education Code and other laws, rules, and regulations applicable to assigned areas of responsibility.

Knowledge of basic principles and practices of curriculum development for training courses

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

Demonstrated experience in developing and implementing training programs  
Demonstrated organizational, communication, interpersonal, presentation and team-building skills  
Knowledge of principles and practices of curriculum development for training courses or Knowledge of PD and training trends in CC programs  
Knowledge of current trends in training and professional development  
Knowledge of District organization, operations, policies, and objectives  
Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary  
Knowledge of record keeping procedures  
Knowledge of budget preparation and maintenance  
Knowledge of appropriate software and learning management system  
Knowledge of internet research techniques and on-line education and training models  
Ability to utilize information technology for developing and delivering professional development opportunities  
Ability to design, plan, and implement a comprehensive professional development program  
Ability to develop training programs, workshops, seminars based on needs assessment  
Ability to effectively publicize and promote training programs and activities  
Ability to interpret, apply and explain laws, regulations, policies and procedures  
Ability to assess, analyze, implement and evaluate research project activities  
Ability to analyze situations accurately and adopt an effective course of action  
Ability to plan, organize and prioritize work  
Ability to meet schedules and time lines  
Ability to work independently with little direction  
Ability to work confidentially with discretion  
Ability to understand and follow oral and written directions  
Ability to communicate efficiently both orally and in writing  
Ability to supervise, train, and provide work direction to others  
Ability to establish and maintain effective working relationships with others

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**SPECIAL REQUIREMENTS**

None

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**WORKING CONDITIONS**

Office environment; subject to constant interruptions and frequent interactions with others; sitting for long periods at a time (up to 2-3 hours); may require off-site duties and activities.

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# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** November 13, 2018

**SUBJECT:** Professional Experts

Action	X
Resolution	_____
Information	_____
Enclosure(s)	X

**BACKGROUND:** Professional Experts within budget.

**How does this relate to the five District Strategic Directions?** 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  
November 13, 2018

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Almanza, Danielle	FC	Project Coordinator	CTE Event & Outreach Coordinator	26	10/16/2018	12/14/2018
Brown, Matthew	FC	Technical Expert I	Photographer	16	01/02/2019	5/31/2019
Cadilli, Jolina	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019
Chiaromonte, Tom	FC	Technical Expert II	Center for Early Childhood Collaboration	15	04/16/2018	06/30/2018
Chiaromonte, Tom	FC	Technical Expert II	Center for Early Childhood Collaboration	15	07/01/2018	06/30/2019
Coopman, Jennifer	CC	Project Manager	Distance Education and AB 705 Facilitation	26	11/08/2018	06/30/2019
Eckenrode, Adam	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019
Grote, Silvie	CC	Technical Expert II	Curriculum Rep Training	25	10/29/2018	02/01/2019
Grote, Silvie	CC	Technical Expert II	SWP – Fitness and Recreation Career Pathways and Innovation	5	11/01/2018	05/31/2019
Hattabaugh, Jon Michael	FC	Technical Expert II	Curriculum Technical Development and Processing	10	09/16/2018	12/08/2018
Hernandez, Victoria	FC	Project Expert	Grant Coordinator	26	07/01/2018	07/31/2018
Ison, John	FC	Technical Expert II	Curriculum Technical Development and Processing	10	09/16/2018	12/08/2018
Kinkel, Jennifer	FC	Technical Expert II	Center for Early Childhood Collaboration	15	07/01/2018	06/30/2019
Ledesma, Nicole	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	11/08/2018	12/08/2018
Martinez, Veronica	NOCE	Project Expert	Mobility Trainer	26	10/22/2018	12/21/2018
McAlister, Kathleen	CC	Project Coordinator	Distance Education Coordinator	40	12/09/2018	01/23/2019
McAlister, Kathleen	CC	Project Coordinator	Distance Education Coordinator	40	05/26/2019	06/30/2019
Miglietta, Claudia	NOCE	Project Expert	Student Equity and Achievement Program	26	10/25/2018	12/21/2018
Mohr, Margaret	CC	Technical Expert II	SWP – Fitness and Recreation Career Pathways and Innovation	5	11/01/2018	05/31/2019
Morvan, Laurie	CC	Project Manager	Distance Education and AB 705	26	11/05/2018	06/30/2019

Professional Experts  
November 13, 2018

Morvan, Laurie	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019
Nguyen, Mary	FC	Technical Expert I	Teacher Pathway Grant	26	02/01/2019	05/01/2019
Nusbaum, David	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019
Paek, Sylvia	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019
Palicz, Iwalani	CC	Project Coordinator	Promoting Drone program with the Women In Aviation Organization	10	12/17/2018	01/24/2019
Pavelek, Karin	FC	Technical Expert II	Center for Early Childhood Collaboration	15	04/16/2018	06/30/2018
Pavelek, Karin	FC	Technical Expert II	Center for Early Childhood Collaboration	15	07/01/2018	06/30/2019
Rangel, Jacquelyn	CC	Technical Expert II	Curriculum Rep Training	25	10/29/2018	02/01/2019
Rikard, Cory	CC	Project Coordinator	Strong Workforce Counseling CTE	20	11/08/2018	12/14/2018
Roby, Scott	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019
Schoepf, Jon	NOCE	Project Manager	Technical Support	26	10/18/2018	12/21/2018
Schoepf, Jon	NOCE	Project Manager	Technical Support	26	01/02/2019	06/28/2019
Schumann, Sonya	FC	Technical Expert I	Accompanist Duties	5	09/28/2018	09/29/2018
Schumann, Sonya	FC	Technical Expert II	Accompanist Duties for Opera	8	10/10/2018	11/07/2018
Schumann, Sonya	FC	Technical Expert II	Accompanist Duties for Opera	8	11/14/2018	11/14/2018
Schumann, Sonya	FC	Technical Expert II	Accompanist Duties for Opera	8	11/25/2018	11/25/2018
Schumann, Sonya	FC	Technical Expert II	Accompanist Duties for Opera	8	12/05/2018	12/05/2018
Sheil, Sean	FC	Technical Expert II	Curriculum Technical Development and Processing	10	09/17/2018	12/08/2018
Shrout, Cynthia	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019
Siskind, Jeremy	FC	Technical Expert I	Guest Performer	7.5	11/02/2018	11/02/2018
Smith, Susan	CC	Technical Expert II	Nursing Proficiency Testing	5	10/05/2018	05/24/2019
Standen, Kathleen	FC	Technical Expert II	Curriculum Technical Development and Processing	10	09/16/2018	12/08/2018
Tran, Hoa	CC	Technical Expert I	Math Side Kick Directed Learning Activities for the Math Learning Center	40	12/09/2018	05/25/2019

Professional Experts  
November 13, 2018

Trinh, Marc	CC	Technical Expert II	ClockWork Technical Expert	10	10/22/2018	06/30/2019
Vajarakitpongse, Eddy	CC	Project Coordinator	MAD Projection Mapping/Motion Design-SWP	26	11/14/2018	12/21/2018
Williams, Marredda	CC	Technical Expert II	Nursing Proficiency Testing	5	10/31/2018	05/24/2019

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	November 13, 2018	Resolution	_____
<b>SUBJECT:</b>	Hourly Personnel	Information	_____
		Enclosure(s)	<u>X</u>

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

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

**How does this relate to the five District Strategic Directions?** 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  
November 13, 2018

Short-Term Hourly

<b>Name</b>	<b>Site</b>	<b>Title and Description of Service</b>	<b>Begin</b>	<b>End</b>	<b>Grade/Step</b>
Anaya, Richard	CC	Clerical/Secretarial - Assist Campus Safety	11/14/18	02/15/19	TE A 4
Anaya, Richard	CC	Clerical/Secretarial - Assist Campus Safety	04/22/19	06/30/19	TE A 4
Armenta, Elizabeth	FC	Clerical/Secretarial - Assist in Admissions and Records	01/07/19	04/05/19	TE A 2
Armenta, Jocelyn	FC	Clerical/Secretarial - Assist in the Bookstore	12/10/18	03/15/19	TE A 1
Bates, Gwendelyn	FC	Clerical/Secretarial – Provide support for the Media Studies Department	11/14/18	12/07/18	TE A 4
Bates, Gwendelyn	FC	Clerical/Secretarial – Provide support for the Media Studies Department	01/21/19	03/22/19	TE A 4
Battiest, Marcus	FC	Direct Instr Support - Assist in ACT computer lab	02/25/19	05/25/19	TE A 1
Battiest, Marcus	FC	Tech/Paraprof - Assist in ACT computer lab	02/25/19	05/25/19	TE B 2
Briseno, Victor	FC	Clerical/Secretarial - Assist in Admissions and Records	12/10/18	03/15/19	TE A 1
Castillo, Eric	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	04/27/19	TE A 1
Chen, Justin	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Chu, Matthew	FC	Tech/Paraprof - Assist ACT with various projects	12/03/18	03/02/19	TE A 2
Chu, Myron	FC	Tech/Paraprof - Assist ACT with various projects	01/14/19	04/13/19	TE A 1
Cruz-Karcher, Blanca	FC	Clerical/Secretarial - Assist the Physical Education Department	11/14/18	02/12/19	TE A 4
Dowdalls, Rie	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	04/27/19	TE A 1
Duran, Luis	CC	Clerical/Secretarial - Assist Campus Safety	11/14/18	02/15/19	TE A 4
Duran, Luis	CC	Clerical/Secretarial - Assist Campus Safety	04/22/19	06/30/19	TE A 4
Enriquez, Alexis	FC	Clerical/Secretarial - Assist in the EOPS/CARE Program	11/14/18	03/01/19	TE B 4
Euan, Georgina	FC	Clerical/Secretarial - Provide support for the EOPS/CARE program	11/26/18	02/25/19	TE B 4
Euan, Georgina	FC	Clerical/Secretarial - Provide support for the EOPS/CARE program	04/30/19	06/30/19	TE B 4
Flores, Risa	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Flores, Stephanie	FC	Clerical/Secretarial - Provide support for the EOPS/CARE program	11/19/18	02/18/19	TE B 4
Flores, Stephanie	FC	Clerical/Secretarial - Provide support for the EOPS/CARE program	04/23/19	07/23/19	TE B 4
Friedberg, Guadalupe	FC	Tech/Paraprof - State-mandated coverage in Child Care Center	01/03/19	05/17/19	TE B 4
Gajjar, Pooja	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Hamm, Aiden	FC	Clerical/Secretarial - Assist in the Foods and Nutrition Lab	11/14/18	06/30/19	TE A 1

Hourly Personnel  
November 13, 2018

Han, Alexandria	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Hernandez, Edgar	FC	Clerical/Secretarial - Assist in the Bookstore	12/03/18	03/04/19	TE A 1
Khim, Chandararath	FC	Clerical/Secretarial - Assist in the Bookstore	11/28/18	03/13/19	TE A 1
Lagazo, Mario	FC	Clerical/Secretarial - Assist in the Bookstore	12/10/18	03/15/19	TE A 1
Martinez Blanco, Diana I	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	04/27/19	TE A 1
Martinez Blanco, Diana I	FC	Tech/Paraprof - Assist in ACT computer lab	01/28/19	04/27/19	TE B 2
Martinez, Cecilia	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
McCoy, Kaitlin	FC	Non-Direct Instr Support - Model for Life Drawing art classes	11/14/18	06/30/19	TE F 3
Medina, Arlet-Christian	FC	Direct Instr Support - Assist in ACT computer lab	01/23/19	05/25/19	TE A 1
Medina, Arlet-Christian	FC	Tech/Paraprof - Assist in ACT computer lab	01/23/19	05/25/19	TE B 1
Moreno, Josue	CC	Clerical/Secretarial - Assist Campus Safety	11/14/18	02/15/19	TE A 4
Moreno, Josue	CC	Clerical/Secretarial - Assist Campus Safety	04/22/19	06/30/19	TE A 4
Ngo, Matthew	FC	Tech/Paraprof - Assist ACT with various projects	03/04/19	06/01/19	TE A 2
Nguyen, Kyle	FC	Direct Instr Support - Assist in ACT computer lab	02/27/19	06/29/19	TE A 1
Nguyen, Kyle	FC	Tech/Paraprof - Assist in ACT computer lab	02/27/19	06/29/19	TE A 2
Nguyen, Samantha	CC	Tech/Paraprof - Athletic Program Assistant	11/14/18	05/31/19	TE H 1
Pita Vega, Diana	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Prabowo, Anthony	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Ramirez, Angel	FC	Direct Instr Support - Assist in ACT computer lab	01/23/19	05/25/19	TE A 1
Ramirez, Angel	FC	Tech/Paraprof - Assist in ACT computer lab	01/23/19	05/25/19	TE B 1
Ramirez, Gustavo	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Sanabria, Hector	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	04/27/19	TE A 1
Sanchez, Alejandro	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Sanchez, Alejandro	FC	Tech/Paraprof - Assist in ACT computer lab	01/28/19	05/25/19	TE A 2
Sanghvi, Ameer	FC	Direct Instr Support - Assist in ACT computer lab	02/25/19	05/25/19	TE A 1
Sanghvi, Ameer	FC	Tech/Paraprof - Assist in ACT computer lab	02/25/19	05/25/19	TE B 2
Santos, Ruzanne	FC	Clerical/Secretarial - Clerical assistance for Academic Computing	02/25/19	05/25/19	TE B 2
Tan, Johan Aldric	FC	Tech/Paraprof - Assist ACT with various projects	12/31/18	03/30/19	TE A 2
Tannery, Hunter	FC	Clerical/Secretarial - Assist in the Bookstore	12/10/18	03/15/19	TE A 1

Hourly Personnel  
November 13, 2018

Villegas, Daisy	FC	Clerical/Secretarial - Assist in Admissions and Records	01/07/19	04/05/19	TE A 1
Walker, Craig	FC	Non-Direct Instr Support - Model for Life Drawing art classes	11/14/18	06/30/19	TE F 3
Wang, Yufangjue	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1
Weed, Gricelda	CC	Tech/Paraprof – Assist the STEM Program	11/14/18	12/14/18	TE A 1
White, Miyah	CC	Clerical/Secretarial - Assist Campus Safety	11/14/18	02/15/19	TE A 4
White, Miyah	CC	Clerical/Secretarial - Assist Campus Safety	04/22/19	06/30/19	TE A 4
Wilson, Wendy	FC	Clerical/Secretarial - Assist the Library	11/14/18	12/07/18	TE A 1
Wishart, Gregory	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	04/27/19	TE A 1
Wishart, Gregory	FC	Tech/Paraprof - Assist in ACT computer lab	01/28/19	04/27/19	TE B 1
Zhao, Chen	FC	Direct Instr Support - Assist in ACT computer lab	01/28/19	05/25/19	TE A 1

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Carrillo, Benancia	NOCE	Direct Instr Support – Tutor students with disabilities	11/14/18	06/30/19	TEA 1
Gonzalez, Cristal	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	11/14/18	06/30/19	TE A 2
Hsueh, Ken	NOCE	Direct Instr Support - Tutor students in the Gilbert HS Lab & CC Math Lab	01/07/19	06/30/19	TE A 2
Rea, Marlon	FC	Direct Instr Support - Tutor for the OC Biotechnology Education Partnership	11/14/18	06/30/19	TE B 4

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Enriquez, Alexis	FC	Clerical/Secretarial - Substitute for vacant Admin Assistant II PN FCC910	10/29/19	01/28/19	TE B 4
Pavlenko, Joseph	FC	Clerical/Secretarial - Substitute for Classified employee on leave	01/29/19	05/03/19	TE A 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Adam, Maha	FC	Work Study Student - Assist in the Academic Support Center	11/28/18	06/28/19	TE A 2

Hourly Personnel  
November 13, 2018

Arismendy, Alexander	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Blanco, Vanessa	FC	Work Study Student - Assist in the Academic Support Center	11/28/18	06/28/19	TE A 2
Bui, Lynda	AC	Work Study Student - Assist in the Academic Support Center	11/14/18	06/30/19	TE A 2
Chicas, Gustavo	FC	Full-time Student - Assist the Counseling Center	11/14/18	06/30/19	TE A 1
Contreras, Jesse	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Daily, Faith	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Di Pasqua, Alexis	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Duong, Hien	FC	Work Study Student - Assist in the Academic Support Center	11/14/18	06/30/19	TE A 2
Duong, Hien	FC	Work Study Student - Assist in the Academic Support Center	11/14/18	06/30/19	TE A 2
Francis, Chandre Lynn	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Garcia, Brianna	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Gutierrez, Henry	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Huyen, Phat	CC	Full-time Student - Assist the campus Communications Office	11/14/18	06/30/19	TE A 3
Jimenez, Cassandra	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Larson, Caitlynn	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Longo-Gomez, Steph.	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Lopez, Alexander	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Oh, Peter	FC	Full-time Student - Assist the Counseling Center	11/14/18	06/30/19	TE A 1
Perez, Jocelynn	AC	Work Study Student - Assist in Human Resources	11/15/18	06/30/19	TE A 2
Rodriguez, Anthony	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Rodriguez, Ryan	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Romo, Diego	FC	Full-time Student - Assist the Counseling Center	11/14/18	06/30/19	TE A 1
San Elias, Denise	FC	Work Study Student - Assist in the Academic Support Center	11/14/18	06/30/19	TE A 2
Seymore, Elisa	FC	Work Study Student - Assist in the Academic Support Center	11/14/18	06/30/19	TE A 2
Sibaja, Margarita	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
Teabout, Arielle	CC	Work Study Student – Assist in Physical Education Department	11/07/18	06/15/19	TE A 1
Urquiza, Alyssa	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1
White, Bennett	FC	Full-time Student - Assist the Bookstore	12/21/18	06/28/19	TE A 1



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** November 13, 2018

**SUBJECT:** Volunteers

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

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

**How does this relate to the five District Strategic Directions?** 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  
November 13, 2018

Name	Site	Program	Begin	End
Baaz Medina, Maria	CC	Internship- Counseling & Student Dev	11/14/2018	05/31/2019
Chin, Nathan	FC	Veterans Administration Work Study	11/14/2018	05/31/2019
Clark, Gloria	NOCE	DSS- Personal Care Attendant	10/11/2018	06/29/2019
DeLuna, Cate	FC	Physical Education -Athletic Trainer	11/14/2018	06/30/2019
Gatica, Nicolas	FC	Veterans Administration Work Study	11/14/2018	05/31/2018
Gonzalez, Alejandra	NOCE	DSS - Personal Care Attendant	10/11/2018	06/30/2018
Gurrola, David	NOCE	DSS- Personal Care Attendant	10/18/2018	06/29/2019
Maciag, Andrea	FC	Veterans Administration Work Study	11/14/2018	05/31/2019
Mahaffey, Travis	FC	Veterans Administration Work Study	11/14/2018	05/31/2019
Mangrum, Leslie	FC	Internship- Counseling & Student Dev	11/14/2018	12/21/2018
Martin, Esmeralda	FC	Internship - Counseling & Student Dev	11/14/2018	12/07/2018
Mendival, Samantha	FC	Veterans Administration Work Study	11/14/2018	05/31/2019
Nunez, Jaqueline	FC	DSS -Personal Services Assistant	10/30/2018	12/07/2019
Po Wang, Yen	FC	Physical Education-Training Room	10/24/2018	06/30/2018
Reyes, Ana	FC	Veterans Administration Work Study	11/14/2018	05/31/2018
Reyes, Nelson	FC	Veterans Administration Work Study	11/14/2018	05/31/2018
Reyes, Rachel	NOCE	DSS - Personal Care Attendant	10/16/2018	06/30/2019
Rogers, Tyler	FC	Veterans Administration Work Study	11/14/2018	05/31/2019
Smith, Melody	NOCE	DSS- Personal Care Attendant	10/10/2018	06/29/2019
Valdez, Elizabeth	NOCE	DSS- Personal Care Attendant	10/26/2018	06/29/2019

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

Action	X
Resolution	X
Information	
Enclosure(s)	X

**DATE:** November 13, 2018

**SUBJECT:** Classified Employees Vesting Requirements for  
Lifetime Medical Subject to the Public  
Employees' Medical and Hospital Care Act

**BACKGROUND:** The District and CSEA have reached an agreement to change lifetime medical benefits vesting requirements for classified bargaining unit members. As a result of the negotiated agreement, the CSEA bargaining unit has three vesting groups.

The California Public Employees' Retirement System (CalPERS), subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) in accordance with Government Code, requires that the Board approve resolutions outlining the lifetime medical vesting for its employees.

The following resolutions require Board approval in order to implement the negotiated changes effective January 1, 2019:

- **Resolution No. 18/19-03:** Classified employees hired before July 1, 1993 – vesting requirement unchanged.
- **Resolution No. 18/19-04:** Classified employees hired on or after July 1, 1993 – vesting requirement unchanged.
- **Resolution No. 18/19-05:** Classified employees hired on or after January 1, 2019 – 50 years of credited service.

**How does this relate to the five District Strategic Directions?** 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:** 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 Board adopt Resolution No.18/19-03, No.18/19-04, and No.18/19-05 for classified bargaining unit members effective January 1, 2019.

Irma Ramos

Recommended by

Approved for Submittal

5.f.1

Item No.

**RESOLUTION NO. 18/19-03  
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES'  
MEDICAL AND HOSPITAL CARE ACT  
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION**

**001 CLASSIFIED**

**WHEREAS**, A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

**WHEREAS**, **North Orange County Community College District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and

**WHEREAS**, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

**WHEREAS**, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

**WHEREAS**, **North Orange County Community College District** desires to obtain for its employees and annuitants who are members of **Classified** the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it

**RESOLVED**, **North Orange County Community College District** elects to be subject to the provisions of the Act; and be it further

**RESOLVED**, That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act; and be it further

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13<sup>th</sup> day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

**RESOLUTION NO. 18/19-04  
ELECTING TO BE SUBJECT TO SECTION 22897  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR ANNUITANTS  
OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
FIRST HIRED ON OR AFTER JULY 1, 1993**

**001 CLASSIFIED**

**WHEREAS**, Government Code 22897 provides that **North Orange County Community College District** contracting under the Public Employees' Medical and Hospital Care Act (the "Act") shall establish a post retirement vesting requirement to employees who retire for service; and

**WHEREAS**, **North Orange County Community College District** is a contracting agency under Government Code Section 22920 contracting under the Act for participation by members of **Classified**; and

**WHEREAS**, **North Orange County Community College District** certifies, some or all employees are represented by a bargaining unit and there is an applicable memorandum of understanding; and

**WHEREAS**, The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section; now, therefore be it

**WHEREAS**, The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it

**RESOLVED**, That employees **first hired on or after July 1, 1993** shall be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, That the employer contribution for each annuitant subject to vesting shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **15 years** of credited service with **North Orange County Community College District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **North Orange County Community College District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 15 years	0%
15 years	100%

and be it further

**RESOLVED**, In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability shall not be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act.

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13<sup>th</sup> day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

**RESOLUTION NO. 18/19-05  
ELECTING TO BE SUBJECT TO SECTION 22895  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR ANNUITANTS  
OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
FIRST HIRED ON OR AFTER JANUARY 1, 2019**

**001 CLASSIFIED**

**WHEREAS**, Government Code Section 22895 provides that a contracting agency subject to the Public Employees' Medical and Hospital Care Act (the "Act") may file a resolution with the Board of the California Public Employees' Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22895; and

**WHEREAS**, **North Orange County Community College District** is a contracting agency under Government Code Section 22920 contracting under the Act for participation by members of **Classified**; and

**WHEREAS**, **North Orange County Community College District** certifies, some or all employees are represented by a bargaining unit and there is an applicable memorandum of understanding; and

**WHEREAS**, The credited service of an employee for purposes of determining the percentage of employer contribution applicable under Government Code Section 22895 shall mean service as defined in Government Code Section 22826; and

**WHEREAS**, The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it

**RESOLVED**, that employees **first hired on or after January 1, 2019** shall be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, That the employer contribution for each annuitant subject to this provision shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, but not less than the amount prescribed by Section 22892(b), plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **50** years of credited service with **North Orange County Community College District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **North Orange County Community College District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 50 years	0%
50 years	100%

and be it further



**RESOLVED**, In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability shall not be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act; and be it further.

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13th day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

Action	X
Resolution	X
Information	
Enclosure(s)	X

**DATE:** November 13, 2018

**SUBJECT:** Confidential Employees Vesting Requirements  
for Lifetime Medical Subject to the Public  
Employees' Medical and Hospital Care Act

**BACKGROUND:** The District and confidential employees have reached an agreement to change lifetime medical benefits vesting requirements for confidential employees. As a result of the agreement, confidential employees has three vesting groups.

The California Public Employees' Retirement System (CalPERS), subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) in accordance with Government Code, requires that the Board approve resolutions outlining the lifetime medical vesting for its employees.

The following resolutions require Board approval in order to implement the changes effective January 1, 2019:

- **Resolution No. 18/19-06:** Confidential employees hired before July 1, 1993 – vesting requirement unchanged.
- **Resolution No. 18/19-07:** Confidential employees hired on or after July 1, 1993 – vesting requirement unchanged.
- **Resolution No. 18/19-08:** Confidential employees hired on or after January 1, 2019 – 50 years of credited service.

**How does this relate to the five District Strategic Directions?** 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:** 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 Board adopt Resolution No.18/19-06, No.18/19-07, and No.18/19-08 for confidential employees effective January 1, 2019.

Irma Ramos

Recommended by

Approved for Submittal

5.g.1

Item No.

**RESOLUTION NO. 18/19-06  
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES'  
MEDICAL AND HOSPITAL CARE ACT  
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION**

**002 CONFIDENTIAL**

**WHEREAS**, A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

**WHEREAS**, **North Orange County Community College District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and

**WHEREAS**, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

**WHEREAS**, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

**WHEREAS**, **North Orange County Community College District** desires to obtain for its employees and annuitants who are members of **Confidential** the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it

**RESOLVED**, **North Orange County Community College District** elects to be subject to the provisions of the Act; and be it further

**RESOLVED**, That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act; and be it further

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13th day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

**RESOLUTION NO. 18/19-07  
ELECTING TO BE SUBJECT TO SECTION 22897  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR ANNUITANTS  
OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
FIRST HIRED ON OR AFTER JULY 1, 1993**

**002 CONFIDENTIAL**

**WHEREAS**, Government Code 22897 provides that **North Orange County Community College District** contracting under the Public Employees' Medical and Hospital Care Act (the "Act") shall establish a post retirement vesting requirement to employees who retire for service; and

**WHEREAS**, **North Orange County Community College District** is a contracting agency under Government Code Section 22920 contracting under the Act for participation by members of **Confidential**; and

**WHEREAS**, **North Orange County Community College District** certifies, some or all employees are not represented by a bargaining unit and there is no applicable memorandum of understanding; and

**WHEREAS**, The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section; now, therefore be it

**WHEREAS**, The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it

**RESOLVED**, That employees **first hired on or after July 1, 1993** shall be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, That the employer contribution for each annuitant subject to vesting shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **15 years** of credited service with **North Orange County Community College District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **North Orange County Community College District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 15 years	0%
15 years	100%

and be it further

**RESOLVED**, In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability shall not be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act.

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13<sup>th</sup> day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

**RESOLUTION NO. 18/19-08  
ELECTING TO BE SUBJECT TO SECTION 22895  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR ANNUITANTS  
OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
FIRST HIRED ON OR AFTER JANUARY 1, 2019**

**002 CONFIDENTIAL**

**WHEREAS**, Government Code Section 22895 provides that a contracting agency subject to the Public Employees' Medical and Hospital Care Act (the "Act") may file a resolution with the Board of the California Public Employees' Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22895; and

**WHEREAS**, **North Orange County Community College District** is a contracting agency under Government Code Section 22920 contracting under the Act for participation by members of **Confidential**; and

**WHEREAS**, **North Orange County Community College District** certifies, some or all employees are not represented by a bargaining unit and there is no applicable memorandum of understanding; and

**WHEREAS**, The credited service of an employee for purposes of determining the percentage of employer contribution applicable under Government Code Section 22895 shall mean service as defined in Government Code Section 22826; and

**WHEREAS**, The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it

**RESOLVED**, That employees **first hired on or after January 1, 2019** shall be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, That the employer contribution for each annuitant subject to this provision shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, but not less than the amount prescribed by Section 22892(b), plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **50** years of credited service with **North Orange County Community College District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **North Orange County Community College District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 50 years	0%
50 years	100%

and be it further

**RESOLVED**, In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability shall not be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act; and be it further.

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13<sup>th</sup> day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary



# 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:** November 13, 2018

**SUBJECT:** Management and Executive Officers Vesting Requirements for Lifetime Medical Subject to the Public Employees' Medical and Hospital Care Act

**BACKGROUND:** The District and management and executive officers have reached an agreement to change lifetime medical benefits vesting requirements for management and executive officers. As a result of the agreement, management and executive officers have three vesting groups.

The California Public Employees' Retirement System (CalPERS), subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) in accordance with Government Code, requires that the Board approve resolutions outlining the lifetime medical vesting for its employees.

The following resolutions require Board approval in order to implement the changes effective January 1, 2019:

- **Resolution No. 18/19-09:** Management and executive officers hired before July 1, 1993 – vesting requirement unchanged.
- **Resolution No. 18/19-10:** Management and executive officers hired on or after July 1, 1993 – vesting requirement unchanged.
- **Resolution No. 18/19-11:** Management and executive officers hired on or after January 1, 2019 – 50 years of credited service.

**How does this relate to the five District Strategic Directions?** 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:** 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 Board adopt Resolution No.18/19-09, No.18/19-10, and No.18/19-11 for management and executive officers effective January 1, 2019.

Irma Ramos

Recommended by

Approved for Submittal

5.h.1

Item No.

**RESOLUTION NO. 18/19-09  
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES'  
MEDICAL AND HOSPITAL CARE ACT  
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION**

**004 MANAGEMENT AND EXECUTIVE OFFICERS**

**WHEREAS**, A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

**WHEREAS**, **North Orange County Community College District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and

**WHEREAS**, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

**WHEREAS**, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

**WHEREAS**, **North Orange County Community College District** desires to obtain for its employees and annuitants who are members of **Management and Executive Officers** the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it

**RESOLVED**, **North Orange County Community College District** elects to be subject to the provisions of the Act; and be it further

**RESOLVED**, That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act; and be it further

5.h.2  
Item No.

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13<sup>th</sup> day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

**RESOLUTION NO. 18/19-10  
ELECTING TO BE SUBJECT TO SECTION 22897  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR ANNUITANTS  
OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
FIRST HIRED ON OR AFTER JULY 1, 1993**

**004 MANAGEMENT AND EXECUTIVE OFFICERS**

**WHEREAS**, Government Code 22897 provides that **North Orange County Community College District** contracting under the Public Employees' Medical and Hospital Care Act (the "Act") shall establish a post retirement vesting requirement to employees who retire for service; and

**WHEREAS**, **North Orange County Community College District** is a contracting agency under Government Code Section 22920 contracting under the Act for participation by members of **Management and Executive Officers**; and

**WHEREAS**, **North Orange County Community College District** certifies, some or all employees are not represented by a bargaining unit and there is no applicable memorandum of understanding; and

**WHEREAS**, The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section; now, therefore be it

**WHEREAS**, The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it

**RESOLVED**, That employees **first hired on or after July 1, 1993** shall be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, That the employer contribution for each annuitant subject to vesting shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **15 years** of credited service with **North Orange County Community College District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **North Orange County Community College District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 15 years	0%
15 years	100%

and be it further

**RESOLVED**, In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability shall not be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act.

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13<sup>th</sup> day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

**RESOLUTION NO. 18/19-11  
ELECTING TO BE SUBJECT TO SECTION 22895  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR ANNUITANTS  
OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
FIRST HIRED ON OR AFTER JANUARY 1, 2019**

**004 MANAGEMENT AND EXECUTIVE OFFICERS**

**WHEREAS**, Government Code Section 22895 provides that a contracting agency subject to the Public Employees' Medical and Hospital Care Act (the "Act") may file a resolution with the Board of the California Public Employees' Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22895; and

**WHEREAS**, **North Orange County Community College District** is a contracting agency under Government Code Section 22920 contracting under the Act for participation by members of **Management and Executive Officers**; and

**WHEREAS**, **North Orange County Community College District** certifies, some or all employees are not represented by a bargaining unit and there is no applicable memorandum of understanding; and

**WHEREAS**, The credited service of an employee for purposes of determining the percentage of employer contribution applicable under Government Code Section 22895 shall mean service as defined in Government Code Section 22826; and

**WHEREAS**, The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it

**RESOLVED**, That employees **first hired on or after January 1, 2019** shall be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, That the employer contribution for each annuitant subject to this provision shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **100% Single Party Basic/Medicare** per month, but not less than the amount prescribed by Section 22892(b), plus administrative fees and Contingency Reserve Fund assessments; and be it further

**RESOLVED**, Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **50** years of credited service with **North Orange County Community College District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **North Orange County Community College District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 50 years	0%
50 years	100%

and be it further

**RESOLVED**, In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability shall not be subject to the requirements defined in this vesting resolution; and be it further

**RESOLVED**, **North Orange County Community College District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

**RESOLVED**, That the participation of the employees and annuitants of **North Orange County Community College District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **North Orange County Community College District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

**RESOLVED**, That the executive body appoint and direct, and it does hereby appoint and direct, the Chancellor to file with the Board a verified copy of this resolution, and to perform on behalf of **North Orange County Community College District** all functions required of it under the Act; and be it further.

**RESOLVED**, That coverage under the Act be effective on **January 1, 2019**.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 13<sup>th</sup> day of November, 2018.

AYES:

NOES:

ABSENT:

ABSTAINING:

Signed: \_\_\_\_\_  
Jacqueline Rodarte, President of the Board of Trustees

Attest: \_\_\_\_\_  
Ryan Bent, Secretary

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** November 13, 2018  
**SUBJECT:** Resolution No. 18/19-02,  
Veteran's Appreciation Week

Action	X
Resolution	X
Information	
Enclosure(s)	X

**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 12-16, 2018 to be observed as Veterans Appreciation Week.

**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:** 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 County Community College District, and adopt Resolution No. 18/19-02 to declare that the week of November 12-16, 2018 be observed as Veterans Appreciation Week.



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



**Resolution No. 18/19-02, Veterans 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; and

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

**WHEREAS**, California is home to 1.7 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 has 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 Veterans Day events and celebrations; and

**WHEREAS**, student veterans deserve our appreciation for all they do, and have done, to protect our freedom; now,

**THEREFORE, BE IT RESOLVED**, that the North Orange County Community College District Board of Trustees 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 12-16, 2018, be observed as Veterans Appreciation Week.

Dated: November 13, 2018

\_\_\_\_\_  
Jacqueline Rodarte, President

\_\_\_\_\_  
Barbara Dunsheath, Ed.D., Member

\_\_\_\_\_  
Jeffrey P. Brown, Vice President

\_\_\_\_\_  
Ed Lopez, Member

\_\_\_\_\_  
Ryan Bent, Secretary

\_\_\_\_\_  
Molly McClanahan, Member

\_\_\_\_\_  
Stephen T. Blount, Member

\_\_\_\_\_  
Pascual Castillo, Student Member

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** November 13, 2018

**SUBJECT:** Organizational Meeting and  
2019 Board Calendar

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

**BACKGROUND:** The provisions of Education Code Section 35143 and 72000 require the governing board of each school district and community college district to hold an annual Organizational Meeting within a prescribed 15-day period. For 2018, this 15-day period is December 7 through December 21.

The law further requires that, unless otherwise provided by rule of the governing board, the day and time of the annual organizational meeting shall be selected by the Board at its regular meeting held immediately prior to the first day of the 15-day period. Therefore, at the Board meeting of November 27, 2018, the Board will be asked to establish Tuesday, December 11, 2018, as the date of its Organizational Meeting. The County Superintendent of Schools must be informed of the time and day selected no later than November 14, 2018.

At the Organizational Meeting, the Board must establish its meeting calendar for 2019. A probable calendar is presented now so that the Board may review all dates. Where known, the dates of national or state conventions or conferences have been listed so that the Board can determine possible scheduling conflicts.

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

**How does this relate to Board Policy:** This item is in accordance with Board Policy 2305, Annual Organizational Meeting.

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

**RECOMMENDATION:** It is recommended that the Board schedule on the agenda for November 27, 2018, the establishment of December 11, 2018, as the date of its Organizational Meeting and receive as information the tentative dates for Board meetings in 2019, along with the dates of national and state conferences and conventions.

Cheryl Marshall  
\_\_\_\_\_  
Recommended by

\_\_\_\_\_  
Approved for Submittal

6.b.1  
\_\_\_\_\_  
Item No.



## North Orange County Community College District 2019 Board Meeting Calendar

Board Room at the Anaheim Campus  
1830 W. Romneya Drive, Anaheim, CA 92801

January 2019	
First Regular Meeting in January	Second Tuesday, January 8, 2019
Second Regular Meeting in January	Fourth Tuesday, January 22, 2019
	<i>CCLC Effective Trustee Workshop</i> Sacramento, January 25-27, 2019
	<i>CCLC Annual Legislative Conference</i> Sacramento, January 27-28, 2019
February 2019	
	<i>ACCT National Legislative Summit</i> Washington, DC, February 10-13, 2019
First Regular Meeting in February	Second Tuesday, February 12, 2019
	<i>ACCCA Annual Conference</i> Rancho Mirage, February 20-22, 2019
Second Regular Meeting in February	Fourth Tuesday, February 26, 2019
March 2019	
First Regular Meeting in March	Second Tuesday, March 12, 2019
Second Regular Meeting in March	Fourth Tuesday, March 26, 2019
April 2019	
First Regular Meeting in April	Second Tuesday, April 9, 2019
	<i>NOCCCD Spring Recess</i> April 15-17, 2019
Second Regular Meeting in April	Fourth Tuesday, April 23, 2019
May 2019	
	<i>CCCT Annual Trustees Conference</i> Squaw Creek, May 3-5, 2019
First Regular Meeting in May	Second Tuesday, May 14, 2019
Second Regular Meeting in May	Fourth Tuesday, May 28, 2019

June 2019	
First Regular Meeting in June	Second Tuesday, June 11, 2019
Second Regular Meeting in June	Fourth Tuesday, June 25, 2019
July 2019	
First Regular Meeting in July	Second Tuesday, July 9, 2019
Second Regular Meeting in July	Fourth Tuesday, July 23, 2019
August 2019	
First Regular Meeting in August	Second Tuesday, August 13, 2019
Second Regular Meeting in August	Fourth Tuesday, August 27, 2019
September 2019	
First Regular Meeting in September	Second Tuesday, September 10, 2019
Second Regular Meeting in September	Fourth Tuesday, September 24, 2019
October 2019	
First Regular Meeting in October	Second Tuesday, October 8, 2019
	<b><i>ACCT Leadership Congress</i></b> San Francisco, October 16-19, 2019
Second Regular Meeting in October	Fourth Tuesday, October 22, 2019
November 2019	
First Regular Meeting in November	Second Tuesday, November 12, 2019
	<b><i>CCLC Annual Convention</i></b> Riverside, November 21-23, 2019
Second Regular Meeting in November	Fourth Tuesday, November 26, 2019

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
<b>DATE:</b>	November 13, 2018	Information	X
		Enclosure(s)	X
<b>SUBJECT:</b>	2019-20 District Legislative Priorities		

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

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

For the 2019-20 year, Chancellor's Staff has identified the following state and federal legislative priorities:

## State Legislative Priorities

- Ensure the Student Centered Funding Formula is implemented in a way that fully captures the robust mission of the California Community College system
- Advocate changing the Faculty Obligation Number (FON) formula to ensure equalization and equity across the state
- Ensure categorical metrics are clear and offer colleges accountability measures
- Support policy to help students access basic needs
- Advocate for thoughtful and intentional inclusion of noncredit students in all California Community College statewide initiatives and ongoing support for the Adult Education Program (AEP)
- Support resources and legislative efforts to further the Guided Pathways Program

## Federal Legislative Priorities

- Engage in the reauthorization of the Higher Education Act
- Support funding for federal student financial aid
- Support Deferred Action for Childhood Arrivals (DACA) and the Dream Act
- Support funding for the Workforce Innovation and Opportunity Act and Carl D. Perkins Career and Technical Education Act
- Protect Students' Civil Rights

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

position on specific bills during the session, a separate agenda item will be crafted and subsequently voted on as a resolution.

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

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

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

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

**RECOMMENDATION:** It is recommended that the Board discuss the recommended state and federal legislative priorities for 2019-20, and to empower the Chancellor of the North Orange County Community College District to advocate for the interests of the students, staff, and faculty of the District on behalf of the Board.

# North Orange County Community College District

## 2019-2020 Federal Legislative Priorities

The North Orange County Community College District has identified five critically important federal legislative priorities to focus advocacy efforts on for 2019-2020. Each priority has been carefully chosen to focus on results that will favor the District's student population, faculty, staff and long-term sustainability.

### **1. Engage in the reauthorization of the Higher Education Act.**

Reauthorization of the Higher Education Act (HEA) is important to the District as it governs federal financial aid programs. The HEA has been expired since 2013 and extended by Congress while debates over the reauthorization take place. Anticipated changes will likely include policy focused on accreditation, regulation reform, risk-sharing, student loans, and additional transparency. It is important during reauthorization of the HEA that any changes to law reflect the diverse student population and interests of our students.

#### Legislative Goals:

- *Ensure that the reauthorization of the HEA supports community colleges and the specific needs of the “nontraditional” student population.*
- *Ensure all requirements and mandates in any risk sharing legislation align with community college’s ability to comply and not adversely affect the student population.*
- *Ensure all requirements and mandates included in changes to Title IX enhance student safety and align with community colleges ability to comply and support the community college student population.*

### **2. Support funding for Federal student financial aid.**

Federal financial aid consists of student loans and need-based financial aid, such as the Pell Grant, Supplemental Educational Opportunity Grants (SEOG), and Federal Work-Study. Additional funding is available for institutional programs to support students needing assistance. These programs include the Strengthening Institutions program, Hispanic Serving Institutions, Tribally Controlled Colleges, TRIO, GEAR UP, Predominantly Black Institutions, Historically Black Colleges and Universities, and others.

#### Legislative Goals:

- *Support the American Association of Community College’s (AACC) efforts to prioritize funding for Pell Grants and other need-based financial aid.*
- *Support policy that allows funding to provide for two years of free community college tuition for students.*
- *Support increased funding for higher education student aid and institutional aid programs.*

### **3. Support Deferred Action for Childhood Arrivals (DACA) and The Dream Act.**

NOCCCD is committed to serving all students who can benefit from a post-secondary education, without regard to race, ethnicity, religion, national origin, immigration status, age, gender, language, socio-economic status, gender identity or expression, medical condition or disability. California's diversity is a great source of innovation and industry, making California one of the largest economies in the world and an economic engine for the United States.

With over 220,000 young people in California that have received DACA status since 2012 and approximately 60,000 of those young people enrolled at community colleges, NOCCCD supports the continuation of the Deferred Action for Childhood Arrivals program. California and the United States are both stronger due to the contributions made by “Dreamers” to our economy and to our communities.

Legislative Goals:

- *Preserve the DACA program.*
- *Support legislation that establishes a path to citizenship for undocumented students who are long-time U.S. residents.*
- *Make Dreamers eligible for Federal student financial assistance.*

**4. Support funding for the Workforce Innovation and Opportunity Act and Carl D. Perkins Career and Technical Education Act**

Two critical sources of funding for NOCCCD include the Workforce Innovation and Opportunity Act (WIOA) and the Carl D. Perkins Career and Technical Education Act (CTE). North Orange Continuing Education (NOCE) serves more than 30,000 students in the District per year and is the primary provider of adult education, or noncredit, programs in the region.

The WIOA Title II funding provides English language and literacy skills acquisition programs to the most vulnerable populations, including immigrants seeking citizenship and low-income adults. Perkins is a principal source of Federal funding to states and discretionary grantees for the improvement of secondary and postsecondary career and technical education programs. This funding is necessary to sustain career and technical education programs offered to NOCCCD students.

Legislative Goals:

- *Advocate for increased funding for WIOA Title II grants in the Fiscal Year 2020 Labor, Health and Human Services, and Education Appropriations bill.*
- *Advocate for increased funding for CTE state grants in the FY 2020 Labor, Health and Human Services, and Education Appropriations bill.*

**5. Protect Students’ Civil Rights**

The students of NOCCCD deserve a federal government that protects them and guarantees the safety of our campus learning environments without compromising fundamental civil rights, human rights, and civil liberties. All individuals should be treated with respect regardless of race, ethnicity, nationality, gender association, or religious belief. NOCCCD will support legislation and funding priorities that advance each individual’s right to live free of discrimination and to be successful in an inclusive educational environment.

Legislative Goals:

- *Support legislation that fully protects the rights of all people, including: H.R. 6033 introduced by Congressman Alan Lowenthal to establish in the Bureau of Democracy, Human Rights and Labor of the Department of State a Special Envoy for the Human Rights of LGBTI Peoples; and H.R. 2282 the bipartisan Equality Act that would provide consistent and explicit non-discrimination protections for LGBTQ people across key areas of life, including employment, housing, credit, education, public spaces and services, federally funded programs, and jury service.*



# North Orange County Community College District

## 2019-20 State Legislative Priorities

The North Orange County Community College District has identified six critically important state legislative priorities to focus advocacy efforts on for 2019-20. Each priority has been carefully chosen to focus on results that will favor the District's student population, staff, faculty, and long-term sustainability.

**1. *Ensure the Student Centered Funding Formula is implemented in a way that fully captures the robust mission of the California Community College system.***

In 2018 the Legislature and Governor Brown enacted a new Student Centered Funding Formula for the California Community College system focused on enrollment, equity and success. The District will participate in any advocacy efforts necessary to ensure the formula is implemented successfully and that it truly supports the success of students, especially those students who are disadvantaged, as well as the robust and inclusive mission of California Community Colleges.

Legislative Goals:

- *Participate in statewide discussions and support prospective changes to the Student Centered Funding Formula that respond to potential adverse consequences, especially after the hold harmless period.*
- *Advocate for further inclusive equity metrics that accurately reflect vulnerable student populations.*
- *Advocate for the inclusion of Career Development and College Preparation (CDCP) courses in the Student Centered Funding Formula.*
- *Advocate for CDCP Managed Enrollment classes to be funded by census date, as credit does.*

**2. *Advocate changing the Faculty Obligation Number (FON) formula to ensure equalization and equity across the State.***

The FON was established in 1988 using the baseline number for each community college district's faculty numbers that year, and current law requires districts to increase the number of full-time faculty over the prior year in proportion to the amount of growth in funded credit Full Time Equivalent Students (FTES). The FON is out-of-date and does not support the Chancellor's Vision for Success or reflect the principles of the new Student Centered Funding Formula. The existing FON formula creates large inequities across the State, and the District is interested in actively exploring ways of improving the revenue-to-faculty ratio.

Legislative Goals:

- *Work in a coalition of stakeholders to create a new formula that equalizes districts across the State and aligns with the new Student Centered Funding Formula.*
- *Design a proposal that would include non-credit instructors in the FON, similar to how counselors are counted.*

**3. *Ensure categorical consolidation metrics are clear and offer colleges accountability measures.***

The 2018-19 State Budget consolidated the Student Success and Support Program (SSSP), Basic Skills Initiative (BSI), and Student Equity (SE) into the new Student Equity and Achievement Program. The District believes having clear metrics in place that hold colleges accountable is key to successful categorical consolidation. The District supports ensuring student populations still have the same level of and access to funding in a new, streamlined approach.

Legislative Goals:

- *Support a Cost of Living Adjustment for the new SSSP.*
- *Support condolidation that allows local flexibility while also ensuring accountability measures are in place.*
- *Advocate to define noncredit eligibility in all proposed consolidation efforts.*

**4. *Support policy to help students address basic needs.***

The District believes student success is largely driven by students' access to basic needs, such as food, housing, transportation, childcare, and supplies needed to complete course work. The District also understands the strong connection between access to basic needs support and mental health. For these reasons, the District supports any efforts related to increasing a students' ability to access basic needs and mental health services.

Legislative Goals:

- *Support legislative efforts to address the issues identified by the statewide Affordability, Hunger and Housing Access Task Force.*
- *Support legislation that addresses students' basic needs.*
- *Support legislation that addresses mental health services for students.*
- *Support legislation that addresses students' access to basic needs by encouraging local partnerships between community based organizations, local governments, and community college campuses.*

**5. *Advocate for thoughtful and intentional inclusion of noncredit students in all California Community College statewide initiatives and ongoing support for the Adult Education Program (AEP).***

NOCCCD has one of the largest noncredit centers in California. North Orange Continuing Education (NOCE) serves over 40,000 students a year through such programs as high school diploma, English as a second language, parenting, and career certification classes. However there have been several recent examples of statewide community college initiatives implemented that have not adequately considered the special administration challenges inherent to noncredit education, even when that inclusion would have been a valuable addition to the initiative. The District will continue to advocate for equitable legislative and regulatory consideration for noncredit, including how AEP funding is disbursed, to ensure the community is being served to the fullest extent possible.

Legislative Goals:

- *Advocate for specific delineation of noncredit allocations in the release of all statewide initiatives and grants.*
- *Proactively advocate regarding proposed changes to the AEP structure.*
- *Support regulatory changes that support and enhance noncredit and adult education resources, programs, and delivery models.*

**6. Support resources and legislative efforts to further the Guided Pathways Framework.**

The District supported the Chancellor's Office goals of creating the Guided Pathways Framework, and believes Guided Pathways are essential to the core mission of the California Community College system. The District will continue to advocate for funding for key components of Guided Pathways, such as dual enrollment courses, expanded Promise Programs, and noncredit partnerships.

Legislative Goals:

- *Support legislation that continues dual enrollment access by removing the current sunset on the program.*
- *Provide the Legislature and Administration examples of our District's success implementing the Guided Pathways Framework.*
- *Advocate for inclusion of noncredit as part of the Guided Pathway Framework.*

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
<b>DATE:</b>	November 13, 2018	Resolution	_____
<b>SUBJECT:</b>	Strategic Conversations	Information	_____ X _____
		Enclosure(s)	_____

**BACKGROUND:** For the past 19 years, NOCCCD has held Strategic Conversations each spring term to help inform the Board of Trustees on policy issues. These conversations are planned, but informal discussions conducted in a democratic style. The goal is to help trustees thoughtfully examine what drives policy decisions by involving everyone who wishes to express a point of view and gathering information in a less structured atmosphere. Anyone from the District or the community at large may participate in the Strategic Conversations, which are aimed at maximizing dialogue among all who have an interest in the District, establishing an environment conducive to consensus building, and developing a spirit of teamwork. Topics have been selected based on significant interest to participants and the District in general.

This information item is presented to allow for discussion about the continued need for Strategic Conversations, the future direction, and topics of interest in light of the incorporation of study sessions at Board of Trustees meetings.

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

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

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

**RECOMMENDATION:** It is recommended that the Board discuss the continued need for Strategic Conversations, the future direction, and topics of interest.

Cheryl Marshall  
\_\_\_\_\_  
Recommended by

\_\_\_\_\_  
Approved for Submittal

6.d  
\_\_\_\_\_  
Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** November 13, 2018

**SUBJECT:** Future Board Agenda Items

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

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

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

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

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

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

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

Cheryl Marshall  
\_\_\_\_\_  
Recommended by

\_\_\_\_\_  
Approved for Submittal

6.e  
\_\_\_\_\_  
Item No.