



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

MEETING: Regular Meeting in November 2023

DATE: Tuesday, November 28, 2023, at 5:30 p.m.

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

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

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

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

The Board respects the rights of members of the public to comment on matters under its jurisdiction. Members of the public may address the Board by completing a yellow card entitled, “Request to Address Board of Trustees” and submit it to the 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. Those wishing to address matters not on the agenda can do so immediately prior to the adjournment to closed session or, in the absence of a closed session, at the conclusion of all other public session business. Public comments must comply with the three-minute time limit.

The Board reserves the right to change the order of the agenda items as the need arises. All Board meetings, excluding closed sessions, are electronically recorded.

AGENDA:

1.
 - a. **Pledge of Allegiance to the Flag**
 - b. **Board of Trustees Roll Call**
 - c. **Consider Non-Personnel block-vote items indicated by [] in Sections 3 & 4**
 - d. **Consider Personnel block-vote items indicated by [] in Section 5**
 Agenda items designated as block-vote items with [] are considered by the Board to either be routine or sufficiently supported by back-up information 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. Exceptions to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion or if an individual wishes to comment on a block-vote item. During either scenario the Board President will remove the item from block-vote consideration for separate discussion and a separate vote.

 Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public by contacting the Chancellor’s Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. – 5:00 p.m.).
 - e. **Chancellor’s Report**
2.
 - a. **Approval of Minutes of the Regular Meeting of November 14, 2023**
 - b. **FIRST CLOSED SESSION (only if needed)**

3. **FINANCE & FACILITIES**

- [a] Approval is requested to enter into an agreement with McKnight Associates, Inc., effective December 2023 through January 2026 to assist the District with implementing the Job Families Study Project.
- [b] Authorization is requested to award Bid #2324-06, Anaheim Campus Tower First Floor Life/Safety Renovation Project to PCL Construction Services, Inc.
- [c] Authorization is requested to award Bid #2324-08, Cypress College Health & Wellness Center Interim Housing (Swing Space) to Golden Gate Steel, Inc.
- [d] Authorization is requested for an institutional membership to the American Culinary Federation (ACF).
- [e] Authorization is requested for an institutional membership to the World Association of Chefs' Societies.
- f. Authorization is requested to approve the Facilities Use Agreement with Anaheim Union High School District to utilize their facilities/Board Room during the Anaheim Campus upper deck replacement and Board Room renovation.

4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the amendment of the 2021-2024 NOCCCD AUHSD CCAP Dual Enrollment Partnership Agreement.
- [b] It is recommended that the Board approve the amendment of the 2021-2024 NOCCCD BOUSD CCAP Dual Enrollment Partnership Agreement.
- [c] It is recommended that the Board approve the amendment of the 2021-2024 NOCCCD FJUHSD CCAP Dual Enrollment Partnership Agreement.
- [d] Authorization is requested for Fullerton College to enter into an agreement with the US Department of Education to accept the total of \$2,000,000 to be used between July 1, 2023, to June 30, 2028.
- e. It is recommended that the Board approve the Fullerton College final draft of the 2024 Institutional Self Evaluation Report for Reaffirmation of Accreditation for submittal to ACCJC.

5. **HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:
 - Temporary Reassignment
 - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:

Resignations
 New Personnel
 Rehires
 Change in Start Date
 Promotion
 Voluntary Changes in Assignment
 Job Family Study Project – Classification Alignment
 Administrative Leave of Absence with Pay
 Leaves of Absence
 New Classified Management IT Job Family Classification Standards
 New Confidential IT Job Family Classification Standard

- [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. It is recommended that the District Office of Human Resources 2023 Institutional Commitment to Diversity Report and the 2023-2026 EEO Plan be received as informational items.
- f. It is recommended that the Supplemental Early Retirement Plan as presented by Keenan Financial Services be received as an information item.
- [g] Request approval of the salary revision to the Confidential Employees Group Salary Schedule for the 2023-2024 fiscal year, which reflects the additional salary ranges to 41C, effective December 1, 2023.

6. **GENERAL**

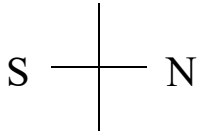
- a. It is recommended that the Board schedule on the agenda for November 28, 2023, the establishment of December 12, 2023, as the date of its Organizational Meeting.
- b. It is recommended that the Board review and discuss the proposed 2023-24 Board of Trustees Goals.
- c. It is recommended that the Board receive and discuss the proposed amendments to the Board Policies and Administrative Procedures in Chapter 2.
- d. It is recommended that the Board discuss any potential future agenda items.

7. **COMMENTS**

- a. Chancellor's Staff Comments
- b. Resource Table Personnel Comments
- c. Members of the Board of Trustees Comments

- d. Public Comments on Non-agenda Items
8. **ADJOURN TO CLOSED SESSION:** Per the following sections of the Government Code:
- a. 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.
 - b. Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.
 - c. Per Section 54956.9(d)(2): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.

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



Board Room Seating Arrangement

Ed Lopez,
President

Jeffrey P. Brown,
Secretary

Evangelina Rosales,
Vice President

Jacqueline Rodarte,
Board Member

Dr. Barbara Dusheath,
Board Member

Ryan Bent,
Board Member

Stephen T. Blount,
Board Member

Trustees

Jesus Ramirez Jr.,
Student Member CC

Dr. Byron D. Clift Breland,
Chancellor

Chloe Serrano,
Student Member FC

Alba Recinos,
Recording Secretary

Seija Rohkea,
Adjunct Faculty United

Fred Williams, Vice Chancellor
Finance & Facilities

Pamela Spence,
CSEA

Irma Ramos, Vice Chancellor
Human Resources

Christie Diep,
United Faculty

Constituent Groups

Chancellor's Staff

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

Jeanette Rodriguez,
FC Senate

Valentina Purtell,
President NOCE

Kathleen McAlister,
CC Senate

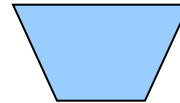
Dr. JoAnna Schilling,
President CC

Jennifer Oo,
NOCE Senate

Dr. Cynthia Olivo,
President FC

Treisa Cassens,
DMA

Kai Stearns,
Public & Governmental Affairs



Audience Seating

Entrance

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: November 28, 2023 Resolution
Information
SUBJECT: Consulting Services Agreement with Enclosure(s)
McKnight Associates, Inc.

BACKGROUND: In July 2022, the Human Resources Department initiated the Information Technology Job Families Study Project (JFS Project), which included designated employees in the Information Technology job family. The Information Technology JFS Project has been completed. The project results for classified employees are being negotiated with CSEA; the management results will be implemented in December 2023.

In addition, the District is ready to move forward with the Job Family Studies (JFS) Project for the remaining ten (10) job families for permanent employees in the Management, Classified, and Confidential employee groups.

The District is requesting to contract with McKnight Associates, Inc., to implement the JFS Project, with Human Resources leading the project. This will result in a leveling structure, new job descriptions, job classifications (standards), career paths, and a review of external market data for salary placement.

The JFS Project will be completed in two phases over two years. Phase 1 will commence December 2023 and conclude January 2025; Phase 2 will commence December 2024 and conclude January 2026. The proposal fee is not to exceed \$299,600.00 for a maximum of 856 hours at a rate of \$350.00 per hour for services rendered pursuant to this Agreement.

The JFS Project is a comprehensive compensation and classification project. The JFS Project will:

- Move employee roles into broad job families with clearly defined career paths.
- Ensure that the classifications match the work being done.
- Align job classifications with external market trends and internal equity.
- Create a more efficient administrative process for District/Campus Management and Human Resources to administer job classification and compensation (job standards, streamlined classification processes)
- Provide a foundation for strategic workforce planning and development to meet the District's needs and priorities.

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

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 2) Employee Experience – NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees; and 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

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

FUNDING SOURCE AND FINANCIAL IMPACT: The consulting fee of \$299,600 shall be paid from the General Fund.

RECOMMENDATION: Approval is requested to enter into an agreement with McKnight Associates, Inc., in the amount of \$299,600, effective December 2023 through January 2026 to assist the District with implementing the Job Families Study Project. If the project goes beyond January 2026 or if additional services are required, they will be billed at an hourly rate. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

B. V. dist Brad M
Approved for Submittal

3.a.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	_____
DATE:	November 28, 2023	Information	_____
		Enclosure(s)	_____
SUBJECT:	Award Bid #2324-06, Anaheim Campus Tower First Floor Life/Safety Renovation Project (<i>Contingent upon State Chancellor Office Approval</i>)		

BACKGROUND: The Anaheim Tower First Floor Life/Safety Renovation project will provide replacing all damaged parking deck expansion joint, seals, deck topping concrete and asphalt and waterproofing, adjacent finishes and immediate areas to prevent water intrusion to the first floor. This project also includes repairing all damaged finishes on the first floor of the Tower. This project includes adding an all gender restroom on the first floor as required by California Building Code and DSA.

On November 14, 2023, the Purchasing Department received two prequalified bids for the Anaheim Campus Tower First Floor Life/Safety Renovation. The bids received were evaluated by the Purchasing staff to ensure adherence to District specifications and responsiveness according to Public Contract Code. The lowest responsive and responsible bidder was PC Construction Services, Inc. in the amount of \$6,699,000 including \$1,000,000 in allowance. The project was estimated at \$10,000,000. Below is the bid summary.

COMPANY	BASE BID	ALLOWANCE	TOTAL
PCL Construction Services, Inc.	\$5,699,000	\$1,000,000	\$6,699,000
2H Construction, Inc.	\$8,947,000	\$1,000,000	\$9,947,000

This agenda item was submitted by Richard Williams, District Facilities Director, and Jenney Ho, District Director, Purchasing.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: This project is funded by Measure J Bond and State Capital Outlay Funds.

RECOMMENDATION: Authorization is requested to award Bid #2324-06, Anaheim Campus Tower First Floor Life/Safety Renovation Project to PCL Construction Services, Inc. in the amount of \$6,699,000 including \$1,000,000 in allowance. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the contract on behalf of the District.

Fred Williams

Recommended by

B. V. dist Brad M
Approved for Submittal

3.b.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	_____
DATE:	November 28, 2023	Information	_____
		Enclosure(s)	_____
SUBJECT:	Award Bid #2324-08, Cypress College Health & Wellness Center Interim Housing (Swing Space)		

BACKGROUND: The Cypress College Health and Wellness Center Interim Housing (Swing Space) project will provide a modular trailer for the temporary housing of the Health Center while renovations occur in the Center's existing space. The project consists of a modular building which will be located in Parking Lot 5 and is expected to remain on site for a 12-month duration.

On November 2, 2023, the Purchasing Department received three bids for the Cypress College Health & Wellness Center Interim Housing (Swing Space) Project. The bids received were evaluated by the Purchasing staff to ensure adherence to District specifications and responsiveness according to Public Contract Code. Caso Contractors' bid was found to be incomplete; therefore, the vendor has been deemed non-responsive. The lowest responsive and responsible bidder was Golden Gate Steel, Inc. in the amount of \$338,415 including \$30,765 in allowance. The project was estimated around \$450,000. Below is the bid summary.

COMPANY	BASE BID	ALLOWANCE	TOTAL
Casco Contractors*	\$298,789	\$0	\$298,789
Golden Gate Steel, Inc.	\$307,650	\$30,765	\$338,415
Williamson Development Group Inc	\$475,000	\$47,500	\$522,500
*non-responsive			

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, Cypress College, and Jenney Ho, District Director, Purchasing.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: This project is funded by HEERF and Capital Outlay Funds.

RECOMMENDATION: Authorization is requested to award Bid #2324-08, Cypress College Health & Wellness Center Interim Housing (Swing Space) to Golden Gate Steel, Inc. in the amount of \$338,415 including \$30,765 in allowance. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the contract on behalf of the District.

Fred Williams

Recommended by

B. V. dist Brad M

Approved for Submittal

3.c.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: November 28, 2023

SUBJECT: Institutional Membership, American Culinary Federation

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

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

Cypress College's Hotel, Restaurant & Culinary Arts Department is requesting institutional membership to the American Culinary Federation (ACF) with an annual fee of \$1,158.

ACF is the premier professional chefs' organization in North America with more than 14,000 members in over 170 chapters nationwide and is the leader in professional culinary certifications. ACF provides resources that will keep members on the cutting edge and involved in the culinary industry. ACF will also provide networking and professional growth opportunities at the national and local level.

This agenda item was submitted by Amanda Gargano, Hotel, Restaurant & Culinary Arts Instructor, Cypress College and Lisa Clark, Hotel, Restaurant & Culinary Arts Instructor & Department Chair, Cypress College.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction This item responds to District Strategic Direction 1) Student Experience and Success – NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals.

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

FUNDING SOURCE AND FINANCIAL IMPACT: The membership dues will be charged to the Culinary Arts Carryover Funds.

RECOMMENDATION: Authorization is requested for an institutional membership to the American Culinary Federation (ACF), at a cost of \$1,158.

Fred Williams

Recommended by


Approved for Submittal

3.d

Item No.

RECOMMENDATION: Authorization is requested for an institutional membership to the World Association of Chefs' Societies at a cost of \$1,590.

Fred Williams

Recommended by

B. V. dipt BndM

Approved for Submittal

3.e.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	November 28, 2023	Resolution	<u> </u>
SUBJECT:	Temporary Facilities Use Agreement with Anaheim Union High School District – Boardroom Usage	Information	<u> X </u>
		Enclosure(s)	<u> </u>

BACKGROUND: At its September 26, 2023 meeting, the Board directed staff to reach out to other educational entities to determine if their facilities/Board Room would be able to accommodate the NOCCCD Board meetings during the Anaheim Campus upper deck replacement and Board Room renovation.

On October 31, 2023 the Chancellor, Administrative Support Manager, and Vice Chancellor, Finance and Facilities toured the Anaheim Union High School District (AUHSD), located at 501 N Crescent Way, Anaheim, CA 92801, with Superintendent Matsuda and Assistant Superintendent Nein.

On November 17, 2023, Trustee Lopez, Trustee Bent, and Vice Chancellor Williams toured AUHSD for a second time to finalize the decision and discuss the details with AUHSD.

AUHSD is equipped with overflow space to their Board Room, a designated closed session space, and a second site if there are any scheduling conflicts. It was determined that AUHSD would be a workable location during construction and would allow NOCCCD to use their facilities from January 1, 2024, through June 30, 2024, or completion of construction, whichever comes first. In the event that additional time is needed, both parties must mutually agree to an extension. NOCCCD will be responsible for paying for custodial services and for Orange County Public Safety fees.

This Board agenda item was submitted by Fred Williams, Vice Chancellor, Finance and Facilities.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 4) Collective Impact & Partnerships – NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region; and District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Custodial services and Orange County Public Safety fees shall be paid from the General Fund.

RECOMMENDATION: Authorization is requested to approve the Facilities Use Agreement with Anaheim Union High School District to utilize their facilities/Board Room during the Anaheim Campus upper deck replacement and Board Room renovation. Authorization is further requested to delegate authority to the Vice Chancellor, Finance and Facilities to execute the agreement and any related documents on behalf of the District.

Fred Williams

Recommended by

B. V. dist BndM

Approved for Submittal

3.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: November 28, 2023 Resolution _____
Information _____
SUBJECT: Fullerton College Enclosure(s) X
Amendment of NOCCCD AUHSD CCAP Dual
Enrollment Partnership Agreement 2021-2024

BACKGROUND: At its May 11, 2021, meeting, the NOCCCD Board of Trustees approved the NOCCCD AUHSD CCAP Dual Enrollment Partnership Agreement 2021-2024.

As of November 29, 2023, the CCAP agreement between NOCCCD - Fullerton College and AUHSD will be amended by the addition of one course to already existing educational programs: DANC 214 F "Dance Repertory." This amendment was created in response to a request received from AUHSD regarding expanding course offerings. This change is limited to the addition of the one course listed; the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Ericka Adakai, Director, Educational Partnerships and Programs/Dual Enrollment and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction 1: Student Experience and Success: NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals and Strategic Direction 4: Collective Impact & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

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

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided that attendance requirements for high schools are met; therefore, this has the potential to not only increase student access but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the amendment of the 2021-2024 NOCCCD AUHSD CCAP Dual Enrollment Partnership Agreement.

Cherry Li-Bugg

Recommended by


Approved for Submittal

4.a.1

Item No.

**AMENDMENT TO
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2021-2024**

As of November 29 2023, 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 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 29, 2023

By: _____
Anaheim Union High School District
Dr. Jaron Fried
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

North Orange County Community College District Board Meeting: *November 28, 2023*
School District Board Meeting: *December 12, 2023*

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: 2021-2024

COLLEGE: Fullerton College

EDUCATIONAL PROGRAMS: **Dance**

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

HIGH SCHOOLS: **Anaheim HS**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 25 students	TOTAL PROJECTED FTES: 5
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Dance Repertory	DANC 214 F	Spring 2024	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> 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. Dance Repertory	TBD	TBD		TBD

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: November 28, 2023 Resolution
Information
SUBJECT: Amendment of Fullerton College NOCCCD Enclosure(s) X
BOUSD CCAP Dual Enrollment Partnership
Agreement 2021-2024

BACKGROUND: At its April 27, 2021 meeting, the NOCCCD Board of Trustees approved the NOCCCD BOUSD CCAP Dual Enrollment Partnership Agreement 2021-2024.

As of November 29, 2023, the CCAP agreement between NOCCCD - Fullerton College and BOUSD will be amended by the addition of five courses to already existing educational programs: CDES 151 F "School-Age Child Programs & Curriculum," COUN 100 F "Orientation for College Success," COUN 101 F "The College Experience," COUN 151 F "Career and College Success," and COUN 160 F "Academic Success." This amendment was created in response to a request received from BOUSD regarding expanding course offerings. This change is limited to the addition of the five courses listed, the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Ericka Adakai, Director, Educational Partnerships and Programs/Dual Enrollment and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction 1: Student Experience and Success: NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals and Strategic Direction 4: Collective Impact & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

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

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided that attendance requirements for high schools are met; therefore, this has the potential to not only increase student access but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the amendment of the 2021-2024 NOCCCD BOUSD CCAP Dual Enrollment Partnership Agreement.

Cherry Li-Bugg  4.b.1
Recommended by Approved for Submittal Item No.

**AMENDMENT TO
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2021-2024**

As of November 29, 2023, 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 five educational program (ADDENDUM A).

This change is only the addition of five 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 29, 2023

By: _____
Brea Olinda Unified School District
Brinda Leon
Superintendent, BOUSD

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

North Orange County Community College District Board Meeting: November 28, 2023
School District Board Meeting: December 12, 2023

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: 2021-2024

COLLEGE: Fullerton College

EDUCATIONAL PROGRAMS: Child Development, Counseling

SCHOOL DISTRICT: Brea Olinda Unified School District

HIGH SCHOOLS: Brea Canyon HS, Brea Olinda HS

TOTAL NUMBER OF STUDENTS TO BE SERVED: 180 students	TOTAL PROJECTED FTES: 12
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. School-Age Child Programs & Curriculum	CDES 151 F	Spring 2024	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
2. Orientation for College Success	COUN 100 F	Spring 2024	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
3. The College Experience	COUN 101 F	Spring 2024	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
4. Career and College Success	COUN 151 F	Spring 2024	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
5. Academic Success	COUN 160 F	Spring 2024	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS

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

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	TBD	TBD	TBD	TBD
2. Orientation for College Success	TBD	TBD	TBD	TBD
3. The College Experience	TBD	TBD	TBD	TBD
4. Career and College Success	TBD	TBD	TBD	TBD
5. Academic Success	TBD	TBD	TBD	TBD

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X

DATE: November 28, 2023

Resolution

Information

SUBJECT: Amendment of Fullerton College NOCCCD
FJUHSD CCAP Dual Enrollment Partnership
Agreement 2021-2024

Enclosure(s) X

BACKGROUND: At its April 27, 2021 meeting, the NOCCCD Board of Trustees approved the NOCCCD FJUHSD CCAP Dual Enrollment Partnership Agreement 2021-2024.

As of November 29, 2023, the CCAP agreement between NOCCCD - Fullerton College and FJUHSD will be amended by the addition of one course to already existing educational programs: PSY 139 F "Developmental Psychology- Life Cycle." This amendment was created in response to a request received from FJUHSD regarding expanding course offerings. This change is limited to the addition of the one course listed, the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Ericka Adakai, Director, Educational Partnerships and Programs/Dual Enrollment and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction 1: Student Experience and Success: NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals and Strategic Direction 4: Collective Impact & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

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

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided that attendance requirements for high schools are met; therefore, this has the potential to not only increase student access but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the amendment of the 2021-2024 NOCCCD FJUHSD CCAP Dual Enrollment Partnership Agreement.

Cherry Li-Bugg
Recommended by


Approved for Submittal

4.c.1
Item No.

**AMENDMENT TO
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2021-2024**

As of November 29, 2023, 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 one course to already existing educational programs (ADDENDUM A).

This change is only the addition of one course to already existing 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 29, 2023

By: _____
Fullerton Joint Union High School District
Ruben Hernandez.
Assistant Superintendent, Business Services

By: _____
Fullerton College
José Ramón Núñez
Vice President, Instruction

By: _____
North Orange County Community College District
Cherry Li-Bugg
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meeting: November 28, 2023
School District Board Meeting: December 12, 2023

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

4.c.2
Item No.

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: 2021-2024

COLLEGE: Fullerton College

EDUCATIONAL PROGRAMS: Psychology

SCHOOL DISTRICT: Fullerton Joint Union High School District

HIGH SCHOOLS: Buena Park HS

TOTAL NUMBER OF STUDENTS TO BE SERVED: 90 students	TOTAL PROJECTED FTES: 9
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Developmental Psychology- Life Cycle	PSY 139 F	Spring 2024	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> 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. Developmental Psychology- Life Cycle	TBD	TBD	TBD	TBD

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: November 28, 2023 Resolution
Information
Enclosure(s)
SUBJECT: Fullerton College Asian Pacific Islander
Desi American (APIDA) Amplified Grant
Award

BACKGROUND: Fullerton College is pleased to report a grant award from the US Department of Education. The grant titled, Asian Pacific Islander Desi American (APIDA) Amplified has been awarded \$400,000 per year in the total amount of \$2,000,000 for the 2023-24, 2024-25, 2025-26, 2026-27, and 2027-28 fiscal years. Through this project, Fullerton College will improve its academic quality, increase its self-sufficiency, and strengthen its capacity to make a substantial contribution to the higher education resources of the Nation.

Specifically, APIDA Amplified will improve and expand Fullerton College’s capacity to serve its Asian, Pacific Islander, and Desi American students--Desi is a term for people who have ancestral ties to South Asia, including India, Pakistan, and Bangladesh--as well as low-income individuals. To address the APIDA student needs, the APIDA Amplified program will implement a learning community. APIDA Amplified has three overarching goals. They are: 1) increase the persistence of APIDA students on campus, 2) Increase the 3-year graduation rate of APIDA students on campus, and 3) Increase APIDA students’ sense of belonging. This grant will allow Fullerton College to examine each APIDA subgroup and confront the racial and ethnic disparities that are faced, thereby increasing the knowledge of their experiences to better serve its students. Additionally, this program will improve students’ social, emotional, academic, and career development, with a focus on underserved students (Filipino/a/x student population) by creating a positive, inclusive, and identify-safe climate in the following ways: (a) fostering a sense of belonging and engagement, providing culturally relevant and responsive curriculum, providing experiential learning opportunities to support academic development, and (b) providing professional development opportunities through a community of practice and the development of a resource toolkit. Furthermore, this program will increase postsecondary access, post-enrollment success by providing exploration to graduation services and establishing a system of high-quality data collection and analysis, and developing and implementing evidence-based student success programs.

This agenda item was prepared by Lisa King, District Director, Grant, NOCCCD.

How does this relate to the five District Strategic Directions? This funding supports the following District Strategic Directions: 1) Student Experience and Success; 2) Employee Experience; 3) Stewardship of Resources; and 4) Collective Impact and Partnerships.

How does this relate to Board Policy: This item complies 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 ensure the 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: Fullerton College has been awarded a grant for \$400,000 per fiscal year for a total of \$2,000,000 from the US Department of Education to be used beginning July 1, 2023, to improve and expand Fullerton College's capacity to serve its Asian, Pacific Islander, and Desi American students.

RECOMMENDATION: Authorization is requested for Fullerton College to enter into an agreement with the US Department of Education to accept the total of \$2,000,000 to be used between July 1, 2023, to June 30, 2028. It is also requested that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg

Recommended by


Approved for Submittal

4.d.2

Item No.

**Fullerton College
Asian American, Pacific Islander, and Desi American (APIDA)**

**October 1, 2023 to September 30, 2028
Year 1**

<u>OBJECT OF EXPENDITURE</u>					<u>PROPOSED BUDGET</u>
50000 Other Operating Expenses & Services					
Other Operating Expenses & Services	16622	xxxx	50000	xxxx	\$ 400,000
	Total Expenses				\$ 400,000
80000 Revenue					
Other Reimbursable Categorical	16622	xxxx	81900	xxxx	\$ 400,000
	Total Revenues				\$ 400,000

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: November 28, 2023

SUBJECT: Fullerton College
2024 Institutional Self-Evaluation
Report (ISER)

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

BACKGROUND: Each institution with the Accrediting Commission for Community and Junior Colleges (ACCJC) accepts the obligation to undergo evaluation through institutional self-evaluation and professional peer review. The cycle of evaluation requires a comprehensive self-evaluation every seven years and a visit by a team of peers. Fullerton College received its last accreditation site visit in October 2017. At that time, the Commission acted to Reaffirm Accreditation for 18 months and required a follow-up report due in March 2019. Following the 2019 Follow-Up Report, the Commission acted to find compliance and reaffirm accreditation for the remainder of the cycle. The College is currently working towards the completion of our current accreditation cycle under the 2014 Accreditation Standards.

The current ISER is due on December 15, 2023, in preparation for the team peer review in March 2024, and a focused site visit during the week of September 16, 2024. **Fullerton College** classified, confidential professionals, full-time and adjunct faculty members, managers, and students have participated in self-evaluation and contributed to the preparation of the ISER.

The ISER draft can be found on the [Accreditation website](https://accreditation.fullcoll.edu/) of the College (<https://accreditation.fullcoll.edu/>).

Minor revisions and design improvements were made to the ISER draft presented to the Board on October 24th. In response to Board feedback, the College updated its description of its mission refresh process. Following Board approval, the evidence files will be linked to the final document.

This agenda item is being submitted by Daniel Berumen, Director of Institutional Research and Planning and Danielle Fouquette, Chair of the Accreditation Steering Committee.

How does this relate to the five District Strategic Directions? As accreditation is critical in maintaining college operations, this item responds to all five District Strategic Directions.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 3200 Accreditation.

FUNDING SOURCE AND FINANCIAL IMPACT: Expenses related to the publication and submittal of the ISER will come from the Accreditation budget within the general fund of the Fullerton College budget.

RECOMMENDATION: It is recommended that the Board of Trustees approve Fullerton College's final draft of the 2024 Institutional Self Evaluation Report for reaffirmation of accreditation for submittal to ACCJC.

Cherry Li-Bugg

Recommended by

B. V. Dipt Breda

Approved for Submittal

4.e.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: November 28, 2023

SUBJECT: Academic Personnel

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

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by


Approved for Submittal

5.a.1

Item No.

Academic Personnel
November 28, 2023

TEMPORARY REASSIGNMENT

Salazar, Valerie	FC	Student Services Specialist
	To:	Interim Director, Educational Partnerships and Programs (Promise) 12 Month position (100%) Range 20, Step A Management Salary Schedule Eff. 12/01/2023 - 06/30/2024 PN FCM945

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2024 SPRING SEMESTER

Garcia, Rosa	FC	Column 1, Step 3
James, Deborah	FC	Column 1, Step 1
Sapiro, Jacob	FC	Column 3, Step 1
Tolmasov, Brooke	FC	Column 1, Step 3
Vizcarra, Vince	NOCE	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Cruz, Joshuapaul	NOCE	ESL New Instructor Orientation Stipend not to exceed \$120.00 Eff. 08/07/2023
Hernandez, Alondra	NOCE	ESL New Instructor Orientation Stipend not to exceed \$120.00 Eff. 08/07/2023
Kanal, Naveen	FC	Institutional Effectiveness Partnership Initiative Financial Aid & Basic Needs In-Person Convening Stipend not to exceed \$280.00 Eff. 10/20/2023
Perez, Mary Alice	NOCE	ESL New Instructor Orientation Stipend not to exceed \$120.00 Eff. 08/07/2023
Rualo, Dithmar	NOCE	ESL New Instructor Orientation Stipend not to exceed \$120.00 Eff. 08/07/2023

Academic Personnel
November 28, 2023

Tanaka, Renee

NOCE ESL New Instructor Orientation
Stipend not to exceed \$120.00
Eff. 08/07/2023

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	November 28, 2023	Resolution	<u> </u>
SUBJECT:	Classified Personnel	Information	<u> </u>
		Enclosure(s)	<u> X </u>

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by


Approved for Submittal

5.b.1

Item No.

Classified Personnel
November 28, 2023

RESIGNATIONS

Brown Thunder, Simone	AC	District Director, HR Operations 12-month position (100%) Eff. 11/30/2023 PN DEM986
Rocha, Sandra	CC	Special Projects Coordinator, Dual Enrollment 12-month Position (100%) Eff. 12/06/2023 PN CCT725
Serrato, Melissa	FC	Communications Specialist 12-month position (100%) Eff. 12/01/2023 PN FCC653

NEW PERSONNEL

Bustamante, Irene	CC	Special Projects Coordinator, LEAP Outreach Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 12/15/2023 – 06/30/2024 PN CCT999
Del Real Viramontes, Moises	CC	Student Services Specialist, Transfer Center 12-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 12/01/2023 PN CCC799
Moore, Alexa	NOCE	Special Projects Coordinator, DSS Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 11/01/2023 – 06/30/2024 PN SCT937
Quinn, Johnathan	FC	Manager, Maintenance and Operations 12-month position (100%) Range 13, Column G Management Salary Schedule Eff. 12/01/2023 PN FCM974

Classified Personnel
November 28, 2023

REHIRES

Rocha, Sandra CC Special Projects Coordinator, MESA Program
Temporary Management Position (100%)
Range 1, Special Project Admin Daily Rate Schedule
Eff. 12/15/2023 – 06/30/2024
CCT999

CHANGE IN START DATE

Tanner, Linden CC Special Projects Coordinator, College Foundation
From: 12/15/2023
To: 12/01/2023
PN CCT99

PROMOTION

Martinez Hernandez, CC Administrative Assistant II, Nursing and
Catalina Mortuary Science
12-month position (100%)
PN CCC951

To: Clinical Placement Coordinator,
 Health Science
 12-month position (100%)
 Range 40, Step C
 Classified Salary Schedule
 Eff. 12/01/2023
 PN CCC660

VOLUNTARY CHANGES IN ASSIGNMENT

Abutin, Roxanne NOCE Student Services Technician/SSSP (100%)

Temporary Decrease in Percent Employed
From: 100%
To: 50%
Eff. 11/21/2023 – 12/31/2023
PN SCC927

Classified Personnel
November 28, 2023

Allan, Belinda	CC	Instructional Assistant, Career Center 12-month position (100%) PN CCC881
		Permanent Lateral Transfer To: Administrative Assistant II, Student Support Services 12-month position (100%) Eff. 01/01/2024 PN CCC844
Lee, June	NOCE	From: ESL Instructional Assistant 12-month position (40%) PN SCC896
		Permanent Lateral Transfer To: ESL Instructional Assistant 12-month position (100%) Eff. 12/01/2023 PN SCC968

JOB FAMILY STUDY PROJECT – CLASSIFICATION ALIGNMENT

Beck, Morgan	NOCE	Manager, Instructional Technology Services 12-month position (100%) Range 19, Column G
		To: Associate Director (M2) - IT Multidiscipline 12-month position (100%) Range 22, Column F Management Salary Schedule Eff. 06/01/2023 PN SCM977
Berumen, Daniel	FC	Director, Institutional Research/ Planning 12-month position (100%) Range 30, Column F
		To: Director 2 (D2) - Data Analytics/Business Intelligence 12-month position (100%) Range 31, Column F Management Salary Schedule Eff. 12/01/2023 PN FCM957

Classified Personnel
November 28, 2023

Delgadillo, Dulcemonica	NOCE	Director Instructional Research/ Planning 12-month position (100%) Range 30, Column F
		To: Director 2 (D2) - Data Analytics/Business Intelligence 12-month position (100%) Range 31, Column F Management Salary Schedule Eff. 12/01/2023 PN SCM975
Hurst, Geoffrey	AC	District Dir. Enterprise IT Apps Support and Development 12-month position (100%) Range 31, Column G
		To: Director 4 (D4) - IT Multidiscipline 12-month position (100%) Range 37, Column E Management Salary Schedule Eff. 12/01/2023 PN ISM994
Mady, Khaoi	FC	Director, Academic Computer Technology 12-month position (100%) Range 25, Column E
		To: Director 1 (D1) - IT Multidiscipline 12-month position (100%) Range 26, Column E Management Salary Schedule Eff. 12/01/2023 PN FCM981
Sanchez, Jose	CC	Director Academic Computer Technology 12-month position (100%) Range 25, Column B
		To: Director 1 (D1) - IT Multidiscipline 12-month position (100%) Range 26, Column B Management Salary Schedule Eff. 12/01/2023 PN CCM972

Classified Personnel
November 28, 2023

Sanchez, Lizeth	AC	Human Resources Coordinator 12-month position (100%) Range 37C, Step F + 5% Longevity + PG&D To: Professional 3 (P3) - Business/Systems Analyst 12-month position (100%) Range 41C, Step E + 5% Longevity + PG&D Confidential Salary Schedule Eff. 12/01/2023 PN DEN988
Stanco, Gabrielle	AC	District Dir. Resource, Planning, Data Management 12-month position (100%) Range 31, Column G + Doctoral Stipend To: Director 3 (D3) - Data Analytics/Business Intelligence 12-month position (100%) Range 34, Column F + Doctoral Stipend Management Salary Schedule Eff. 12/01/2023 PN DEM971
Ventura, Bryan	CC	Director Institutional Research/ Planning 12-month position (100%) Range 30, Column G To: Director 2 (D2) - Data Analytics/Business Intelligence 12-month position (100%) Range 31, Column G Management Salary Schedule Eff. 12/01/2023 PN CCM963

ADMINISTRATIVE LEAVE OF ABSENCE WITH PAY

@01671349	FC	Classified Position (100%) Eff. 11/20/2023 until further notice
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LEAVES OF ABSENCE

@00783825	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/4/2023 – 1/12/2024 (Intermittent Leave)
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Classified Personnel
November 28, 2023

@01832865	AC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 9/22/2023 – 06/22/2026 (Intermittent Leave)
@01618468	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/17/2023 – 1/17/2024 (Consecutive Leave)
@00270172	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/9/2023 – 11/14/2023 (Consecutive Leave)
@01671108	CC	Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 9/1/2023 – 11/24/2023 (Consecutive Leave)

NEW CLASSIFIED MANAGEMENT IT JOB FAMILY CLASSIFICATION STANDARDS

Associate Director (M2) - IT Multidiscipline
Range 22
Management Salary Schedule

Director 1 (D1) - IT Multidiscipline
Range 26
Management Salary Schedule

Director 2 (D2) - Data Analytics/Business Intelligence
Range 31
Management Salary Schedule

Director 3 (D3) - Data Analytics/Business Intelligence
Range 34
Management Salary Schedule

Director 4 (D4) - IT Multidiscipline
Range 37
Management Salary Schedule

Classified Personnel
November 28, 2023

NEW CONFIDENTIAL IT JOB FAMILY CLASSIFICATION STANDARD

Professional 3 (P3) - Business/Systems Analyst
Range 41C
Confidential Salary Schedule



Job Classification Standard

Associate Director (M2) – IT Multidiscipline

Job Code Information

Union Code:	N/A
FLSA Status:	Exempt
Job Family:	Information Technology
Sal Admin Plan/Grade:	Management – Range 22

Additional Information

Probationary Period:	6 months
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Description of Level

This is the second level in the IT Multidiscipline management series. Responsible for managing a team of professional employees. Oversees operational functions of a department and/or the organization. Oversees works of staff to ensure work outcomes are in alignment with the strategies of the department/organization. May have a portion of the time spent performing the individual tasks related to the department/organization. However, supervisory activities must be the primary job function. May have three or more direct or indirect reports in a organization/department.

Independence and Judgment

Work is performed under minimal supervision with individual discretion granted to make daily operational decisions. Operates with broad latitude. Seeks supervisory input when significant changes occur and additional resources for task completion are required. Given understanding of best practices, is able to convincingly recommend capital and process improvements to the area.

Complexity

Problems are difficult and moderately complex. Problems are readily identified but cannot be understood and fixed in simple cause-effect terms. Problems require integrative solutions such as how technologies, processes, resources, and people all fit together. Incumbents understand the smallest details of a circumscribed area.

Description of Specialty

This description does not include all possible responsibilities in this work and does not limit the assignment of related responsibilities to any position of this specialty.

Manages, administers and supports three or more information technology specialties within the IT Job Family. Works with a variety of tools and technologies across areas of information technology to plan, analyze, develop, configure, administer, maintain, optimize, or implement systems or applications software, hardware, databases, networks, processing, operations, end-user support, training, security etc.



Supervision (Exempt)

Employees in this classification have the authority to perform or to effectively recommend the following actions: hire, transfer, suspend, promote, discharge, assign work, reward, discipline, and direct the work of other employees.

Minimum Qualifications

Bachelor's degree and at least 5 years of experience at progressively higher levels of responsibility or equivalent combination of education and experience.

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

Knowledge, Skills, and Abilities

- Knowledge and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.
- Knowledge of current and emerging technologies, trends, and best practices in IT.
- Knowledge of disaster recovery and business continuity planning.
- Knowledge of IT governance, compliance, and regulatory requirements.
- Knowledge of District organization, policies, procedures, goals and objectives of assigned department.
- Knowledge of federal, state, and other applicable laws or regulations pertaining to program of assignment.
- Ability to adapt to changing technologies and environments; strong organizational and time management skills.
- Ability to analyze situations accurately and adopt an effective course of action; analytical and problem-solving skills.
- Ability to collaborate and work effectively with colleagues and stakeholders from diverse backgrounds.
- Ability to communicate efficiently, including technical information to non-technical stakeholders.



Job Classification Standard

Director 1 (D1) – IT Multidiscipline

Job Code Information

Union Code:	N/A
FLSA Status:	Exempt
Job Family:	Information Technology
Sal Admin Plan/Grade:	Management – Range 26

Additional Information

Probationary Period:	6 months
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Description of Level

This is the third level in IT Multidiscipline management series. Typically responsible for managing multiple team(s). Oversees execution of short to mid-term strategies and operational achievement of goals for a department or small unit of the organization.

Independence and Judgment

Generally works independently and can act on own judgment as long as actions are in accordance with policies and procedures. May serve as a thought leader on technical and strategic matters and has a high degree of influence on organizational decisions made by senior/executive leadership. May seek assistance when confronted with problems of considerable material or political consequence.

Complexity

Problems are often complex and require extensive consideration, research and analysis. Problems cannot be solved using existing practices and procedures. May have to respond/adapt to changing conditions or circumstances, requiring creative solutions and new approaches.

Description of Specialty

This description does not include all possible responsibilities in this work and does not limit the assignment of related responsibilities to any position of this specialty.

Manages, administers and supports three or more information technology specialties within the IT Job Family. Works with a variety of tools and technologies across areas of information technology to plan, analyze, develop, configure, administer, maintain, optimize, or implement systems or applications software, hardware, databases, networks, processing, operations, end-user support, training, security etc.



Supervision (Exempt)

Employees in this classification have the authority to perform or to effectively recommend the following actions: hire, transfer, suspend, promote, discharge, assign work, reward, discipline, and direct the work of other employees.

Minimum Qualifications

Advanced degree and at least 6 years of experience at progressively higher levels of responsibility or equivalent combination of education and experience.

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

Knowledge, Skills, and Abilities

- Knowledge and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.
- Knowledge of current and emerging technologies, trends, and best practices in IT.
- Knowledge of disaster recovery and business continuity planning.
- Knowledge of IT governance, compliance, and regulatory requirements.
- Knowledge of District organization, policies, procedures, goals and objectives of assigned department.
- Knowledge of federal, state, and other applicable laws or regulations pertaining to program of assignment.
- Ability to adapt to changing technologies and environments; strong organizational and time management skills.
- Ability to analyze situations accurately and adopt an effective course of action; analytical and problem-solving skills.
- Ability to collaborate and work effectively with colleagues and stakeholders from diverse backgrounds.
- Ability to communicate efficiently, including technical information to non-technical stakeholders.



Job Classification Standard

Director 2 (D2) – Data Analytics/Business Intelligence

Job Code Information

Union Code:	N/A
FLSA Status:	Exempt
Job Family:	Information Technology
Sal Admin Plan/Grade:	Management – Range 31

Additional Information

Probationary Period:	6 months
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Description of Level

This is the fourth level in the Data Analysis/Business Intelligence management series. Provides strategic leadership and direction to a complex campus/division with multiple diverse functions or enterprise-wide systems and services. Participates in setting and oversees execution of short to mid-term strategies and operational achievement of goals for multiple segments of the organization. Oversees a department that requires in-depth understanding of two or more subject areas or oversees a highly specialized/technical area.

Independence and Judgment

Acts with significant discretion and latitude balancing several competing priorities and risks. Work is focused on and regulated by specific goals and milestones. Seeks assistance only when highly difficult troubles arise or when confronted with problems of considerable material or political consequence.

Complexity

Develops innovative solutions for complex, difficult and/or multi-faceted complex problems that may have precedent-setting implications for the organization.

Description of Specialty

This description does not include all possible responsibilities in this work and does not limit the assignment of related responsibilities to any position of this specialty.

Conducts data analysis, interprets data, analyzes results, and communicates results or recommendations. Collects, aggregates, analyzes, interprets, and summarizes data from multiple sources to drive insights into business performance. Evaluates data requirements and develops analytical and reporting tools to address user needs. Develops, deploys, and maintains reports and dashboards, which may include query tools, data visualization, and interactive dashboards. Communicates findings and data insights to stakeholders and provides recommendations for optimizing performance. Identifies and defines operational improvements based on analysis. Ensures overall compliance and data integrity by conducting audits and analyses. Trains users on reporting tools.



Supervision (Exempt)

Employees in this classification have the authority to perform or to effectively recommend the following actions: hire, transfer, suspend, promote, discharge, assign work, reward, discipline, and direct the work of other employees.

Minimum Qualifications

Advanced degree and at least 7 years of experience at progressively higher levels of responsibility or equivalent combination of education and experience.

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

Knowledge, Skills, and Abilities

- Knowledge and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.
- Knowledge of current and emerging technologies, trends, and best practices in IT.
- Knowledge of disaster recovery and business continuity planning.
- Knowledge of IT governance, compliance, and regulatory requirements.
- Knowledge of District organization, policies, procedures, goals and objectives of assigned department.
- Knowledge of federal, state, and other applicable laws or regulations pertaining to program of assignment.
- Ability to adapt to changing technologies and environments; strong organizational and time management skills.
- Ability to analyze situations accurately and adopt an effective course of action; analytical and problem-solving skills.
- Ability to collaborate and work effectively with colleagues and stakeholders from diverse backgrounds.
- Ability to communicate efficiently, including technical information to non-technical stakeholders.



Job Classification Standard

Director 3 (D3) – Data Analytics/Business Intelligence

Job Code Information

Union Code:	N/A
FLSA Status:	Exempt
Job Family:	Information Technology
Sal Admin Plan/Grade:	Management – Range 34

Additional Information

Probationary Period:	6 months
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Description of Level

This is the fifth level in the Data Analytics/Business Intelligence management series. Provides strategic leadership and direction to a highly complex campus or enterprise-wide mission-critical function(s). Identifies broad objectives, directs significant programs, and functions with a very high degree of autonomy. Typically leads the work of a functional area through oversight of multiple teams or subordinate managers.

Independence and Judgment

Sets direction for achieving organizational strategic goals. Incumbents act with substantial discretion, balancing several goals at once with the idea to minimize costs/risks and maximize benefits/returns.

Complexity

Addresses the question of how to move the organization forward to accomplishing its goal and living out its mission. Develops innovative solutions for difficult, complex, and systemic problems that may have precedent-setting implications for the organization. Usually is called upon to respond to new situations and circumstances that require special attention. Invention/breakthroughs occur in the course of solving specific problems.

Description of Specialty

This description does not include all possible responsibilities in this work and does not limit the assignment of related responsibilities to any position of this specialty.

Conducts data analysis, interprets data, analyzes results, and communicates results or recommendations. Collects, aggregates, analyzes, interprets, and summarizes data from multiple sources to drive insights into business performance. Evaluates data requirements and develops analytical and reporting tools to address user needs. Develops, deploys, and maintains reports and dashboards, which may include query tools, data visualization, and interactive dashboards. Communicates findings and data insights to stakeholders and



provides recommendations for optimizing performance. Identifies and defines operational improvements based on analysis. Ensures overall compliance and data integrity by conducting audits and analyses. Trains users on reporting tools.

Supervision (Exempt)

Employees in this classification have the authority to perform or to effectively recommend the following actions: hire, transfer, suspend, promote, discharge, assign work, reward, discipline, and direct the work of other employees.

Minimum Qualifications

Advanced degree and at least 8 years of experience at progressively higher levels of responsibility or equivalent combination of education and experience.

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

Knowledge, Skills, and Abilities

- Knowledge and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.
- Knowledge of current and emerging technologies, trends, and best practices in IT.
- Knowledge of disaster recovery and business continuity planning.
- Knowledge of IT governance, compliance, and regulatory requirements.
- Knowledge of District organization, policies, procedures, goals and objectives of assigned department.
- Knowledge of federal, state, and other applicable laws or regulations pertaining to program of assignment.
- Ability to adapt to changing technologies and environments; strong organizational and time management skills.
- Ability to analyze situations accurately and adopt an effective course of action; analytical and problem-solving skills.
- Ability to collaborate and work effectively with colleagues and stakeholders from diverse backgrounds.
- Ability to communicate efficiently, including technical information to non-technical stakeholders.



Job Classification Standard

Director 4 (D4) – IT Multidiscipline

Job Code Information

Union Code:	N/A
FLSA Status:	Exempt
Job Family:	Information Technology
Sal Admin Plan/Grade:	Management – Range 37

Additional Information

Probationary Period:	6 months
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Description of Level

This is the sixth level in the IT Multidiscipline management series. Typically leads the work of functional area through oversight of multiple teams and/or managers. Responsible for directing programs to ensure the current and future requirements of the organization are met. Provides strategic leadership and direction. Controls resources and policy formation in organization-wide area of responsibility. Accountable for the performance of the function with significant responsibility to formulate and administer policies, strategies, and systems that affect the organization. Is often the resident expert in a specialized field or complex operation and is the final authority on matters of financial significance to the organization. Customarily handles matters that have a high degree of impact on the organization. Operates with a high degree of organizational influence.

Independence and Judgment

Sets direction for achieving organizational strategic goals. Responsible for determining the actions needed to advance the organizational strategy.

Complexity

Addresses the question of how to move the organization forward to accomplishing its goal and living out its mission. Fulfills objectives that are established in concert with the most senior managers.

Description of Specialty

This description does not include all possible responsibilities in this work and does not limit the assignment of related responsibilities to any position of this specialty.

Manages, administers and supports three or more information technology specialties within the IT Job Family. Works with a variety of tools and technologies across areas of information technology to plan, analyze, develop, configure, administer, maintain, optimize, or



implement systems or applications software, hardware, databases, networks, processing, operations, end-user support, training, security etc.

Supervision (Exempt)

Employees in this classification have the authority to perform or to effectively recommend the following actions: hire, transfer, suspend, promote, discharge, assign work, reward, discipline, and direct the work of other employees.

Minimum Qualifications

Advanced degree and at least 10 years of experience at progressively higher levels of responsibility or equivalent combination of education and experience.

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

Knowledge, Skills, and Abilities

- Knowledge and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.
- Knowledge of current and emerging technologies, trends, and best practices in IT.
- Knowledge of disaster recovery and business continuity planning.
- Knowledge of IT governance, compliance, and regulatory requirements.
- Knowledge of District organization, policies, procedures, goals and objectives of assigned department.
- Knowledge of federal, state, and other applicable laws or regulations pertaining to program of assignment.
- Ability to adapt to changing technologies and environments; strong organizational and time management skills.
- Ability to analyze situations accurately and adopt an effective course of action; analytical and problem-solving skills.
- Ability to collaborate and work effectively with colleagues and stakeholders from diverse backgrounds.
- Ability to communicate efficiently, including technical information to non-technical stakeholders.



Job Classification Standard

Professional 3 (P3) – Business/Systems Analyst

Job Code Information

Union Code:	N/A
FLSA Status:	Non-Exempt
Job Family:	Information Technology
Sal Admin Plan/Grade:	Confidential – Range 41C

Additional Information

Probationary Period:	6 months
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Description of Level

This is the third level in the IT Business/ System Analyst professional series. Seasoned professional with advanced knowledge in area of discipline. Responsible for providing professional support in a specific area(s) of information technology. Duties generally involve comparisons, verifications, reconciliations and compilations. Incumbents know the end product needed and where to send and receive the information and materials to fulfill responsibilities.

Independence and Judgment

Work is performed under general direction with supervision only typically occurring when repeat problems or missed deadlines occur. Work is guided by general procedures and professional norms, with periodic checks on accuracy, quality and timeliness of outcomes.

Complexity

Problems are varied and technical in nature and may be solved through advanced knowledge or using imaginative resolution strategies. Must find solutions to modestly technical and operational problems.

Description of Specialty

This description does not include all possible responsibilities in this work and does not limit the assignment of related responsibilities to any position of this specialty.

Uses knowledge of software programs and the needs of the college to help maximize productivity. Works with stakeholders to determine needs and coordinates with IT developers to create/configure/update software to meet those needs. Develops and implements new systems as well as enhancements of current systems. Identifies and analyzes business needs, gathers requirements, and defines the goals and scope of the work. Evaluates evolving business requirements and makes recommendations for appropriate systems alternatives and enhancements to current systems. Evaluates new applications and identifies systems requirements. Prepares communications and makes presentations on system enhancements and alternatives. Creates detailed test cases and documents all programming and systems changes.



Supervision (Non-Exempt)

Employees in this classification do not have formal supervisory authority and are assigned these responsibilities: mentor/coach or provide guidance; lead project teams, committees and/or other collaborative efforts; interview applicants; direct work and/or evaluate the work of colleagues and/or co-workers. Employees may have authority to supervise student employees.

Minimum Qualifications

Bachelor's degree and at least three (3) years of experience or equivalent combination of education and experience.

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

Knowledge, Skills, and Abilities

- Knowledge and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.
- Knowledge of current and emerging technologies, trends, and best practices in IT.
- Knowledge of disaster recovery and business continuity planning.
- Knowledge of IT governance, compliance, and regulatory requirements.
- Knowledge of District organization, policies, procedures, goals and objectives of assigned department.
- Knowledge of federal, state, and other applicable laws or regulations pertaining to program of assignment.
- Ability to adapt to changing technologies and environments; strong organizational and time management skills.
- Ability to analyze situations accurately and adopt an effective course of action; analytical and problem-solving skills.
- Ability to collaborate and work effectively with colleagues and stakeholders from diverse backgrounds.
- Ability to communicate efficiently, including technical information to non-technical stakeholders.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: November 28, 2023

SUBJECT: Professional Experts

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

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by


Approved for Submittal

5.c.1

Item No.

Professional Experts
November 28, 2023

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Ashenmiller, Joshua	FC	Technical Expert II	Program Review Reader	10	12/18/2023	05/25/2024
Caldretti, Melissa	FC	Technical Expert II	Theatre Arts Department Accompanist	3	12/04/2023	12/04/2023
Carbajal Castaneda, Daisy	CC	Project Manager	Transfer Center Mentor	20	11/27/2023	06/07/2024
Covey, Kendyl	CC	Technical Expert II	Peer Tutor Program	30	11/13/2023	12/10/2024
Covey, Kendyl	CC	Technical Expert II	Peer Tutor Program	10	12/11/2024	01/24/2024
Diminutto, Jose	FC	Technical Expert II	Sustainability Resource Care Mail	18	11/13/2023	06/30/2024
Henderson, Toni	NOCE	Project Coordinator	Vocational Specialist	26	12/02/2023	04/26/2024
Justiniani, Erick	NOCE	Project Coordinator	Workability III Vocational Specialist	26	12/04/2023	06/30/2024
Roach, Brian	FC	Technical Expert II	Cybersecurity Emerging Technology Lab	10	12/10/2023	06/30/2024
Rodriguez, Luciano	FC	Technical Expert II	Program Review Program	10	12/18/2023	05/25/2024
Starkey, Monique	FC	Technical Expert II	Program Review Reader	10	12/18/2023	05/25/2024
Velazquez, Mauricio	FC	Assistant Coach 3	Assistant Coach – Swim and Dive	18	01/02/2024	06/28/2024
Vidal Yuan, Sandra	NOCE	Project Coordinator	Technology and Basic Needs Project Coordinator	26	11/16/2023	12/22/2023
Vidal Yuan, Sandra	NOCE	Project Coordinator	Technology and Basic Needs Project Coordinator	26	01/02/2024	06/30/2024
Whitaker, Briana	FC	Project Expert	Game Management	26	11/16/2023	06/28/2024
Young, Calvin	FC	Technical Expert II	Program Review Reader	10	12/18/2023	05/25/2024

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: November 28, 2023

SUBJECT: Hourly Personnel

Action	<u> X </u>
Resolution	<u> </u>
Information	<u> </u>
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? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees.

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

5.d.1

Item No.

Hourly Personnel
November 28, 2023

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Arias, Wendy	CC	Technical - Assist in Financial Aid Office	11/29/23	03/13/24	TE A 1
Cabral, Daniella	AC	Paraprof - Assist in Human Resources	11/29/23	03/13/24	TE D 4
Hoang, Huey Minh	CC	Technical - Assist in Financial Aid Office	11/29/23	03/13/24	TE A 1
Ramirez, Ariana	CC	Technical - Assist in Office of Campus Communications	11/29/23	02/27/24	TE A 3
Ramos, Andrew	CC	Paraprof - Athletic Program Assistant	11/29/23	01/27/24	TE I 4
So, Aaron	FC	Technical – Assist in Academic Computing	11/13/23	02/10/23	TE B 1

Medical

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Iannone, Marisa	FC	Medical - Clinical Socail Worker for campus Health Center	11/29/23	06/30/24	ME C 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Baquiran, Nadine	NOCE	Direct Instr Support - Tutor for DSS students	11/29/23	06/30/24	TE B 3

Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Lopez, Juan Carols	CC	Technical - Substitute for Classified employee on leave	11/13/23	02/14/23	TE B 4
Tran, Lisa	CC	Technical - Substitute for vacant Administrative Assistant I PN CCC957	12/11/23	01/26/24	TE B 4

Hourly Personnel
November 28, 2023

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Bui, Faustina	CC	Work Study Student - Assist in BUS & CIS Division	11/29/23	06/30/24	TE A 1
Gomez Zungia, Kimberly	FC	Work Study Student – Assist in Food Bank	11/29/23	06/30/24	TE A 1
Rivera, Cindy	FC	Full-time Student - Assist in Social Science Division	11/15/23	06/30/24	TE B 2
Salgado, Evelyn	CC	Work Study Student - Assist in DSS Office	11/28/23	06/15/24	TE A 2
Tran, Matthew	CC	Full-time Student – Assist in A&R	11/29/23	06/30/24	TE A 1
Vicuna, Brooke	FC	Work Study Student – Assist in DEIA Program	11/29/23	12/15/23	TE A 1
Vicuna, Brooke	FC	Work Study Student – Assist in DEIA Program	01/08/24	06/15/24	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	November 28, 2023	Resolution	_____
SUBJECT:	2023 Institutional Commitment to Diversity Report and 2023-2026 EEO Plan (Final Draft – Pending State Chancellor’s Office Approval)	Information	X
		Enclosure(s)	X

BACKGROUND: The Office of EEO and Compliance and the Office of Research, Planning, and Data Management will deliver its yearly report on the District's dedication to diversity in employment and education. This report, essential for our ongoing commitment to hiring diverse faculty and staff for student success, will cover various aspects. It includes the latest demographics of the District, details on new hires across various roles for the 2022-23 period, and a comparative analysis of demographics between state and local employees as well as students. Additionally, it will review the diversity trends in NOCCCD's applicants and hires over the past five and ten years, present an overview of the current demographics of NOCCCD staff, and highlight key achievements. This comprehensive report informed the 2023-2026 Equal Employment Opportunity (EEO) Plan, which underscores our commitment to transparency and shared institutional goals. The final draft of the EEO Plan was submitted to the State Chancellor's Office for review in September 2023. We anticipate feedback by January 2024, after which we can adjust the Plan, if necessary, and submit a final copy to the Board for approval.

How does this relate to the five District Strategic Directions? District Strategic Direction 2 and 3. NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees. NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is in compliance with Board Policy 7100 Commitment to Equal Employment Opportunity and Diversity.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Institutional Commitment to Diversity Report and the 2023-2026 EEO Plan (final draft) as presented be received as an information item. Here is the link to the reports:

Diversity Report: <https://nocccd.edu/diversity-report>

EEO Plan: <https://nocccd.edu/equal-employment-opportunity-eeo-advisory-committee>

Irma Ramos

Recommended by


Approved for Submittal

5.e.1

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: November 28, 2023
SUBJECT: Supplemental Early Retirement Plan

Action _____
Resolution _____
Information X
Enclosure(s) _____

BACKGROUND: Keenan Financial Services will present information on a Supplemental Early Retirement Plan (SERP) as an incentive to eligible employees to retire from the District. Eligibility is defined as:

- Must be a Full-time Faculty, Management, Executive Officer, Classified or Confidential employee,
- Must be at least 55 years of age and have five years of service with the District as of June 30, 2024,
- Meet the years of service credit to be eligible for retirement under applicable CalSTRS or CalPERS requirements,
- Full-time Faculty must retire from the District on June 30, 2024,
- Management, Executive Officer, Classified or Confidential employee must retire from the District on December 31, 2023, June 30, 2024, or December 31, 2024.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #2 Employee Experience – NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees; Strategic Direction #3 Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is in compliance with Board Policy 7130 Compensation and Administrative Procedure 7130-3 Retirement Systems.

FUNDING SOURCE AND FINANCIAL IMPACT: Financial savings will be determined by May 16, 2024. In order for the SERP to be implemented, there must be a minimum number of participants and net savings must be achieved.

RECOMMENDATION: It is recommended that the Supplemental Early Retirement Plan as presented by Keenan Financial Services be received as an information item.

Irma Ramos

Recommended by


Approved for Submittal

5.f

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: November 28, 2023 Resolution
Information
SUBJECT: Salary Adjustment for the Confidential Enclosure(s) X
Employee Group for 2023-2024

BACKGROUND: Human Resources has completed the IT Job Family Study Project, which began in 2022. The project recommendations created a new leveling structure, salary placement, and job classification standards. As a result, the confidential salary schedule needs to be revised to incorporate the new salary ranges, from 37C to 41C.

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

How does this relate to Board Policy: This item is in compliance with Chapter 7, Human Resources, Administrative Procedure 7240-10, Section 2.0, and Board Policy 7130 Compensation, which states the Board will establish salary and benefits for employees.

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

RECOMMENDATION: It is recommended that the attached Confidential Salary Schedule, which reflects the additional salary ranges to 41C, effective December 1, 2023, be approved.

Irma Ramos

Recommended by

B. V. dist BudM

Approved for Submittal

5.g.1

Item No.

CONFIDENTIAL MONTHLY SALARY SCHEDULE
Effective December 1, 2023

STEP							
RANGE	A	B	C	D	E	F	RANGE
18C	5,238	5,488	5,758	6,043	6,343	6,653	18C
19C	5,360	5,620	5,896	6,191	6,494	6,814	19C
20C	5,488	5,758	6,043	6,343	6,653	6,983	20C
21C	5,620	5,896	6,191	6,494	6,814	7,158	21C
22C	5,758	6,043	6,343	6,653	6,983	7,320	22C
23C	5,896	6,191	6,494	6,814	7,158	7,500	23C
24C	6,043	6,343	6,653	6,983	7,320	7,686	24C
25C	6,191	6,494	6,814	7,158	7,500	7,872	25C
26C	6,343	6,653	6,983	7,320	7,686	8,061	26C
27C	6,494	6,814	7,158	7,500	7,872	8,253	27C
28C	6,653	6,983	7,320	7,686	8,061	8,457	28C
29C	6,814	7,158	7,500	7,872	8,253	8,658	29C
30C	6,983	7,320	7,686	8,061	8,457	8,874	30C
31C	7,158	7,500	7,872	8,253	8,658	9,085	31C
32C	7,320	7,686	8,061	8,457	8,874	9,304	32C
33C	7,499	7,874	8,259	8,666	9,090	9,531	33C
34C	7,680	8,068	8,460	8,877	9,314	9,766	34C
35C	7,870	8,263	8,668	9,094	9,543	10,005	35C
36C	8,061	8,464	8,879	9,317	9,777	10,252	36C
37C	8,258	8,674	9,097	9,546	10,017	10,503	37C
38C	8,458	8,886	9,320	9,781	10,263	10,762	38C
39C	8,664	9,102	9,546	10,019	10,512	11,024	39C
40C	8,874	9,323	9,778	10,262	10,768	11,291	40C
41C	9,090	9,550	10,016	10,512	11,030	11,566	41C

CLASSIFICATIONS

- 19C Senior Technician
- 24C Human Resources Specialist
- 24C Executive Assistant I
- 27C Executive Assistant II
- 30C Executive Assistant III
- 30C Executive Assistant/Human Resources
- 37C Human Resources Coordinator
- 37C Human Resources Coordinator/EEO and Compliance
- 41C Professional 3 (P3) Business/Systems Analyst

LONGEVITY PAY

- Five years of continuous service = 5% of present step
- Ten years of continuous service = 10% of present step
- Fifteen years of continuous service = 15% of present step
- Twenty years of continuous service = 20% of present step
- Twenty-five years of continuous service = 25% of present step
- Thirty years of continuous service = 30% of present step

Step advancements are awarded on a yearly basis on the employee's anniversary date. The anniversary date is the first day of the month following twelve (12) full months of employment.

Board Approved:

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: November 28, 2023
SUBJECT: Organizational Meeting and
2024 Board Calendar

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

BACKGROUND: The Board is asked to establish Tuesday, December 12, 2023, as the date of its annual Organizational Meeting. At the Organizational Meeting, the Board must establish its calendar for 2024. The second and fourth Tuesdays of each month in 2024 have been listed as the tentative meeting dates. At its November 14, 2023 meeting, the Board directed that the first meeting in the months of January and July be canceled, and the first meeting in August be listed as tentative. A probable calendar is now presented so the Board may review all of the dates. When 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 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board establish Tuesday, December 12, 2023, as the date of its Organizational Meeting and to so inform the County Superintendent. It is further recommended that the Board amend, if necessary, the suggested 2024 meeting calendar.

Byron D. Clift Breland

Recommended by



Approved for Submittal

6.a.1

Item No.



**North Orange County Community College District
2024 Board Meeting Calendar**

January 2024	
First Regular Meeting in January	Second Tuesday, January 9, 2024
Second Only Regular Meeting in January	Fourth Tuesday, January 23, 2024
	CCLC Effective Trustee Workshop January 26-28, 2024 – Sacramento, CA
	CCLC Annual Legislative Conference January 28-29, 2024– Sacramento, CA
February 2024	
	ACCT National Legislative Summit February 4-7, 2024 – Washington, DC
First Regular Meeting in February	Second Tuesday, February 13, 2024
	ACCCA Annual Conference February 21-23, 2024 – Orange County, CA
Second Regular Meeting in February	Fourth Tuesday, February 27, 2024
March 2024	
First Regular Meeting in March	Second Tuesday, March 12, 2024
	ACCT Governance Leadership Institute March 20-24, 2023 – Long Beach, CA
	NOCCCD Spring Recess March 25 – 29, 2024
Second Regular Meeting in March	Fourth Tuesday, March 26, 2024
April 2024	
	AACC Annual Convention April 5-9, 2024 – Louisville, KY
First Regular Meeting in April	Second Tuesday, April 9, 2024
Second Regular Meeting in April	Fourth Tuesday, April 23, 2024
May 2024	
	CCCT Annual Trustees Conference May 3-5, 2024 – La Jolla, CA
First Regular Meeting in May	Second Tuesday, May 14, 2024
Second Regular Meeting in May	Fourth Tuesday, May 28, 2024

June 2024	
First Regular Meeting in June	Second Tuesday, June 11, 2024
Second Regular Meeting in June	Fourth Tuesday, June 25, 2024
July 2024	
First Regular Meeting in July	Second Tuesday, July 9, 2024
Second Only Regular Meeting in July	Fourth Tuesday, July 23, 2024
August 2024	
	CCLC Student Trustees Workshop August 2-4, 2024 – Location TBD
First Regular Meeting in August (<i>Tentative</i>)	Second Tuesday, August 13, 2024
Second Regular Meeting in August	Fourth Tuesday, August 27, 2024
September 2024	
First Regular Meeting in September	Second Tuesday, September 10, 2024
Second Regular Meeting in September	Fourth Tuesday, September 24, 2024
October 2024	
First Regular Meeting in October	Second Tuesday, October 8, 2024
Second Regular Meeting in October	Fourth Tuesday, October 22, 2024
	ACCT Leadership Congress October 23-26, 2024 – Seattle, WA
November 2024	
First Regular Meeting in November	Second Tuesday, November 12, 2024
	CCLC Annual Convention November 21-23, 2024 – Location TBD
Second Regular Meeting in November	Fourth Tuesday, November 26, 2024
December 2024	
Only Regular Meeting in December	Second Tuesday, December 10, 2024

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: November 28, 2023

SUBJECT: Board of Trustees Goals

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: On June 10, 2023 trustees held their annual planning retreat and one of the discussions involved goal setting for the Board of Trustees. The general consensus among trustees was that they wanted goals that included measurable objectives, incorporated accreditation standards, and addressed their role as a policy board that focused on professional development, fiscal solvency, student success, and advocacy.

Dr. Brice Harris, CCLC Consultant, facilitated the Board retreat and helped draft language for the Board's review and discussion. Enclosed are the proposed recommendations.

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

How does this relate to Board Policy: This item is in accordance with Board Policy 2200, Board Duties and Responsibilities; Board Policy 2715, Code of Ethics/Standards of Practice; and Board Policy 2745, Board Self-Evaluation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board review and discuss the proposed 2023-24 Board of Trustees Goals.

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.b.1
Item No.



Board of Trustees 2023-2024 Goals

Goals for Institutional Effectiveness

1. The Board will make teaching and learning and the success of students in line with the goals of the California Community Colleges Vision for Success a top priority. (NOCCCD Strategic Direction – *Student Experience & Success*)
 - Establish specific District Goals for improvement in the number of students receiving degrees, certificates, and becoming transfer-ready by establishing baseline measurements for these important student success indicators.
 - Use the baseline measurements for college-identified groups developed in 2023 to set goals for closing achievement gaps in the 2023-24 academic year.
2. The Board will emphasize access through enrollment restoration and growth.
 - Work to help students make informed decisions regarding CTE and Transfer pathways.
 - Make students aware of support services including tutoring, assessment, disabled student support and transportation.
 - Enhance marketing and communication with students and potential students to make them aware of educational opportunities.
 - Encourage dual enrollment and the Community College Baccalaureate.
3. The Board will continue to support an inclusive environment in the District. The desired environment is sensitive to diversity, inclusion, and equity in every respect. (NOCCCD Strategic Directions – *Student Experience & Success and Employee Experience*)
4. The Board will encourage greater expansion of community partnerships especially with local K-12 school districts, business and industry and elected officials. (NOCCCD Strategic Direction – *Collective Impact & Partnerships*)
5. The Board will assess the status of planning for threats to the operation of the District including (but not limited to) earthquakes, cyber-attack, fire, power outage, weather-related emergencies, active shooter incidents, and medical emergencies. (NOCCCD Strategic Direction – *Physical Environment*)

6. The Board will reconsider existing plans for the physical environment in light of the impact the pandemic has had on the method of delivery of instruction. (NOCCCD Strategic Direction – *Physical Environment*)

Goals for Board Effectiveness

7. The Board will strive to develop a unified set of messages they can deliver in their work in the community and the District to more consistently tell the story of the District and colleges.
8. The Board will work to improve the new Trustee orientation program.
9. The Board will continue scheduling routine training including for the Brown Act, Sexual Harassment, and Board Ethics, as well as continue robust attendance and participation in external professional development activities.

North Orange County Community College District
Board of Trustees Student Success Goals for 2023-2024

The Board's student success goals will be in alignment with the aspirational goals established by the CCCC's Vision 2030: A Roadmap for California Community Colleges which builds on the foundation of the Vision for Success (2017) and the governor's "Multi-Year Roadmap" (2022), which aims to increase by at least 20 percent, annually, the number of California Community College students who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job. Since the NOCCCD Board Student Success Goals are aligned with the CCCC Vision 2030 Goals, the NOCCCD Board goals also take into account establishing and monitoring equitable outcomes for all students.

Baseline Metrics – (goal is to increase by 10%)

1. Among all students enrolled in Cypress and Fullerton Colleges in 2021 – 22, the number of students who earned any associate degree was 3,151. A 10% increase to 3,151 is 3,466.
2. Among all students enrolled in Cypress and Fullerton Colleges in 2021 – 22, the number of students who earned a CCCC approved credit certificate is 2,998. A 10% increase to 2,998 is 3,297.
3. Among all students who enrolled at NOCE in Basic Skills, CTE, or ESL courses in 2021-22, the number of students who received a CDCP certificate or High School (HS) diploma was 631. A 10% increase to 631 is 694.
4. Vision 2030 has the goal of, over a five-year period, increasing by 35 percent (or 7% per year over a five year period) the number of California Community College students transferring annually to a UC or CSU. The number of students who earned 12 or more credit units at any time and at any campus of NOCCCD, up to and including 2020-21, who exited the community college system, and who enrolled in a four-year institution in 2020-21 (2021-2022 data unavailable as of November 2023) is 3,518. A 10% increase to 3,518 is 3,869.

Consistent with Vision 2030, and keeping equity as the main focus of the Board's student success work, all metrics will be disaggregated by underrepresented students of color, first-generation status, low-income status, gender, and students with disabilities. The ultimate goal is to fully close equity gaps for all students.

The Board has also made progress toward the following Board Effectiveness Goal:

8. The Board will work to improve the new Trustee orientation program.

Proposed amendments to BP 2740 (Board Professional Development) have been made. In addition, the new trustee and new student trustee orientation processes were reviewed and improved upon.

NOCCCD Board Talking Points

NOCCCD is a destination for students.

- Our campuses support the whole student:
 - Campus food banks
 - Mental health services
 - Free meals and parking for the past two years
 - Free bus passes
 - Affinity spaces
 - Lactation spaces for breastfeeding
- We are Equity Champions of Higher Education: Both Cypress College and Fullerton College were named Equity Champions of Higher Education for Latinx Students in 2021 and 2022 for their successful work supporting Latinx students through the successful attainment of an Associate Degree for Transfer (ADT). Conferred by The Campaign for College Opportunity, the award recognizes California higher education institutions that lead the state in awarding a high percentage of ADTs to their Latinx students.
- Our students are successful:
 - All student groups increased transfer English and Math completion rates over the past five years.
 - Retention rates for Latinx students increased over 2018/19 and 2019/20, and have remained steady during the pandemic.
 - From 2016/17 to 2020/21, Asian and Latinx students had the largest increase in percentage of students earning Associate Degrees and Credit Certificates.
 - Latinx students had the highest counts of noncredit Career Development College Preparation (CDCP) certificates awarded for 2021/22.
- NOCCCD has one of the largest noncredit institutions in California: North Orange Continuing Education serves over 29,000 students each year with free educational programs and services.
- Veteran Friendly: Both Cypress College and Fullerton College have substantial Veteran Resource Centers for student support.
 - Fullerton College was recognized with a Gold level 2023-24 Military Friendly Schools designation awarded to institutions with leading practices in recruiting and supporting veteran students and their spouses.
 - Cypress College received the Award of Merit in the Modernization category from the Community College Facility Coalition for its Veterans Resource Center and Memorial Plaza.

NOCCCD is a destination for employees.

- The only district in Orange County to offer eligible employees a Flexible/Hybrid work schedule, including 3 days on campus, 2 days remote.
- Benefits for the whole family: NOCCCD employees receive family health benefits and we are one of the few districts in California to offer covered health benefits for part-time faculty.
- NOCCCD employee diversity is higher—53% in 2021— than the state average of 44%.

- Robust Professional Development programs like the Leadership Academy; employee Mentorship Program; Classified Professionals Training Academy; Sabbaticals; professional growth and development stipends; as well as conferences, events, and trainings.

NOCCCD is a destination for employers and community.

- A recent Economic Impact Report by the Orange County Regional Consortium and Lightcast measured the District's financial influence on the business community and the benefits the campuses generate in return for the investments made by their key stakeholders—students, taxpayers, and society. Here are some highlights of the report:
 - NOCCCD adds \$2 billion in total income to Orange County.
 - NOCCCD supports 19,769 jobs (one out of every 118 jobs in Orange County).
 - For every dollar invested in NOCCCD:
 - Students gain \$6.20 in lifetime earnings
 - Taxpayers gain \$2 in added tax revenue and public sector savings
 - Society gains \$11.30 in added income and social savings
- In 2023, NOCCCD opened the Center for Entrepreneurship which provides no-cost social entrepreneurship guidance for our students and community members. The Center is conceived as a one-stop hub providing training, start-up incubation, resources, mentoring and workforce access to underrepresented communities in North Orange County.
- Special Industry Partnerships like the Toyota/Lexus T-Ten and Mazda MAST programs for Automotive Technology at Cypress College; the Fullerton College Drone Piloting Apprenticeship Program where students are partnered with employers for up to a year of paid on-the-job training; and NOCE's new Google IT User Support Pre-Apprenticeship and iOS Apple Swift programming classes.

NOCCCD Fast Facts

2021-22



Two of the state's premier colleges and most extensive continuing education program combine to provide the quality educational programming of the North Orange County Community College District (NOCCCD). Nearly 58,000 students enroll annually at Cypress College, Fullerton College, and North Orange Continuing Education. The NOCCCD campuses serve an area of over one million diverse people – each pursuing their own, unique ambitions.

NOCCCD Headcount Enrollment (unduplicated)

57,730

students served in 2021-22

Source: Banner

Degree and Certificates Awarded

3,146

Associate Degrees

2,016

Transfer Degrees

3

Baccalaureate Degrees

Source: CCCCCO MIS Data Mart Program Awards Summary Report as of Jun 13, 2023
https://datamart.cccco.edu/Outcomes/Program_Awards.aspx

Certificates and Diplomas Awarded

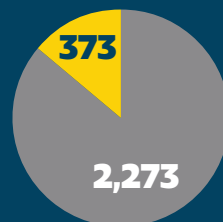
Certificates **3,957**

Noncredit Certificates **739**

High School Diplomas **186**

Source: Banner

Transfers to Four-Year Universities



Transfers to UCs
 Transfers to CSUs

Sources: Transfers to UC from UC Systems Office, New CA Community College Transfer Enrollees by CIP and Community College Report <https://www.universityofcalifornia.edu/infocenter/transfers-major>. Transfers to CSU from CSU Analytic Studies, CA Community College Transfers to the CSU Report <https://www2.calstate.edu/data-center/institutional-research-analyses/Pages/reports-and-analytics.aspx>.

Student Race/Ethnicity

Latinx/Hispanic	46.5%
Asian	15.0%
White Non-Hispanic	15.4%
Unknown/Unreported	12.1%
Multi-ethnicity	6.7%
Black/African American	2.8%
Filipino	1.2%
Pacific Islander	.2%
American Indian/Alaskan Native	.1%

Source: Banner

Student Characteristics

Economically Disadvantaged **54.8%**

First-Generation College Student **55.8%**

Sources: Transfers to UC from UC Systems Office, New CA Community College Transfer Enrollees by CIP and Community College Report <https://www.universityofcalifornia.edu/infocenter/transfers-major>. Transfers to CSU from CSU Analytic Studies, CA Community College Transfers to the CSU Report <https://www2.calstate.edu/data-center/institutional-research-analyses/Pages/reports-and-analytics.aspx>.



Cypress College



Fullerton College



Employee Information

Employee Headcount by Position Type

Adjunct Faculty	1,452
Classified/ Confidential Professionals	693
Full-time Faculty	559
Administrators/Managers	124
Executives	7
Grand Total	2,835

Source: Banner

Employees by Race/Ethnicity

39% White/ Non-Hispanic	30% Latinx/ Hispanic	15% Asian
6% Unknown/ Unreported	4% Multiethnicity	4% Black/African American
2% Filipino	0.4% Pacific Islander	0.2% American Indian/ Alaskan Native

Source: CCCC MIS Data Mart Program Awards Summary Report as of Jun 13, 2023
https://datamart.cccc.edu/Outcomes/Program_Awards.aspx



NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
www.nocccd.edu

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	November 28, 2023	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Revised Board Policies and Administrative Procedures Recommendations	Enclosure(s)	<u> X </u>

BACKGROUND: The Chapter 2 Board Policies and Administrative Procedures included in this agenda item were reviewed and revised to reflect recommendations resulting from the District Consultation Council or the Board of Trustees retreat to address matters related to student trustee membership, Board professional development, and Board self-evaluation.

BP 2015, Student Members: The District Consultation Council reviewed and reached consensus on the revisions BP 2015, noted in blue, to include an NOCE student trustee. Proposed Board recommendations are noted in red.

AP 2015, Student Members: This policy was revised by the District Consultation Council to include the NOCE Student Leadership Group to Section 1.3.

BP 2740, Board Professional Development: This policy includes a recommendation to include Board meeting agendas to the list of orientation program topics for new trustees and student trustees, and to include the collective bargaining process as a topic only for new trustees.

BP 2745, Board Self-Evaluation: This policy includes a recommendation to change the Board annual evaluation process from April to March and minor grammar corrections.

AP 2745, Board Self-Evaluation: This procedure includes a recommendation to move up the Board annual evaluation process by one month so that the evaluation instrument is distributed and due in March (instead of April) and shared and agendized in April (instead of May).

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive and discuss the proposed amendments to the Board Policies and Administrative Procedures in Chapter 2.

Byron D. Clift Breland

Recommended by



Approved for Submittal

6.c.1

Item No.

BP 2015 Student Members

Reference:

Education Code Section 72023.5;
Education Code Section 70902

- 1.0 The Board of Trustees shall include ~~two student members~~ **one student member each from Cypress College, Fullerton College, and North Orange Continuing Education to represent the students at large of their campus. Student members shall be elected, and may be recalled, by the students of their campus in accordance with procedures established by the Chancellor.** The term of office shall be one year, commencing June 1. Student members are authorized to cast advisory votes only, which shall not be included in determining the vote required to carry any measure before the Board of Trustees, but shall be recorded in the official minutes of the Board meeting, and shall be taken prior to the other votes. Advisory votes may not be cast on motions related to personnel and labor relations. Student members are expected to gather input and opinions from the students at large, ~~as well as the Associated Students,~~ **and from the student body association of their campus** on any relevant agenda items and provide such input to the Board of Trustees.
- 2.0 To be eligible for election as a student trustee, students shall be enrolled in and maintain a minimum of five (5) semester credit units **or 75 semester noncredit hours** in the District at the time of nomination and throughout the term of service. The student members must maintain a minimum of a cumulative 2.0 grade point average **or Satisfactory Progress (SP) and Pass (P) grades in noncredit classes.** If, on the first day of each semester, or during the term of service, a student member fails to meet the criteria of this policy, the student member shall be disqualified for service on the Board of Trustees. The student member is not required to give up employment with the District.
- 2.1 These requirements apply to the spring and fall semesters only.
- 3.0 If the seat of a student member becomes vacant during their term, the Board of Trustees may authorize the officers of the relevant student body association to appoint an eligible student to serve the remainder of the term in accordance with procedures established by the Chancellor.**
- ~~4.0~~ Student members shall be seated with the Board of Trustees and shall be recognized as full members of the Board at meetings. Student members may not attend closed session. Student members are entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). Student members shall be entitled to any mileage allowance necessary to attend Board meetings to the same extent as publicly elected trustees.
- ~~4.1~~ Student members may make or second open session motions, except motions underlying personnel and labor relations. Student members are encouraged to participate in the discussion of issues and agenda items in open session.
- ~~5.4.0~~ Student members who attend all Board meetings that they are legally allowed to attend shall receive 50 percent of the compensation afforded to other individual members of the

BP 2015 Student Members

Board of Trustees, pursuant to Education Code Section 72425. Any Board meetings missed by a student member shall result in a pro rata reduction in compensation for that month, except under the following condition: A student member may be paid for the first two meetings from which ~~he/she is~~ **they are** absent in a calendar year if the Board **of Trustees**, by resolution adopted and included in its minutes, finds at the time of the meeting that the student member was ill, on jury duty, performing services outside the meeting for the District, or the absence is due to a hardship deemed acceptable by the Board.

- 6**~~5~~.0 The Board **of Trustees** encourages participation of its student members in trustee-related conferences, activities, and retreats and may approve reasonable expenses that fall within the guidelines of Board policies.
- 7**~~6~~.0 On or before May 15 of each year, the Board **of Trustees** shall consider whether to afford the student members **s** any of the privileges noted in this policy by reviewing it for re-adoption.
- 8.0** **The president of the Board of Trustees shall appoint each year a trustee to serve as mentor to the student members.**

See Administrative Procedure 2015, Student Members; and Board Policy and Administrative Procedures 2105, Election of Student Members.

Date of Adoption: May 10, 2022 Re-adoption
April 27, 2021 Re-adoption
April 28, 2020 Re-adoption
May 9, 2017
April 12, 2016
April 14, 2015
April 8, 2014
April 23, 2013
April 26, 2011
April 27, 2010
May 13, 2008
May 8, 2007
April 11, 2006
June 24, 2003

Date of Last Revision: April 25, 2023
February 12, 2019
May 8, 2012
January 27, 2009
June 14, 2005
April 13, 2004

AP 2015 Student Members

Reference:

Education Code Section 72023.5

- 1.0 Student members of the Board of Trustees shall have the following responsibilities:
- 1.1 Attend meetings of the Board of Trustees.
 - 1.2 Study the agenda for each Board meeting in order to be familiar with the items to be discussed and acted upon.
 - 1.3 Gather input and opinions from the students at large and the student government (Associated Students and NOCE Student Leadership Group).
 - 1.4 Provide input to the Board of Trustees that reflects the opinions of students at the college they represent.

See Board Policy 2015, Student Members; and Board Policy and Administrative Procedure, Election of Student Members.

Date of Adoption: June 24, 2003

Date of Last Revision: September 25, 2023 District Consultation Council
November 26, 2018 District Consultation Council

BP 2740 Board Professional Development

Reference:

ACCJC Accreditation Standard IV.C.9;
WASC/ACS Criterion 2, Indicator 2.4

- 1.0 The Board of Trustees is committed to its professional development and to an ongoing trustee education program that includes new trustee orientation.
 - 1.1 The Board will engage in study sessions, have access to reading materials, and support conference attendance and other activities that foster professional development in the relevant areas: accreditation, board evaluation, fiscal responsibilities, governance, student success, the Brown Act, ethics, diversity, equity, inclusion, anti-racist practices, and CEO and Board relations.
 - 1.2 The Chancellor shall establish an orientation program for new trustees and student trustees that:
 - 1.2.1 Covers topics including respective Board and Chancellor responsibilities, accreditation, the budget, governance, ~~the collective bargaining process,~~ ethics, the Brown Act, ~~and~~ parliamentary procedure and Board meeting agendas, and, for new trustees, the collective bargaining process.
 - 1.2.2 Incorporates publications recommended by such organizations as the Community College League of California and the Association of Community College Trustees.
 - 1.2.3 Includes meetings with the Board President, executive staff, campus leaders, and representatives of constituency groups.

See Administrative Procedure 2740, Board Education.

Date of Adoption: June 24, 2003

Date of Last Revision: November 24, 2020
September 14, 2016 Chancellor's Staff
November 26, 2014 Chancellor's Staff

BP 2745 Board Self-Evaluation

Reference:

ACCJC Accreditation Standard IV.C.10;
WASC/ACS Criterion 2, Indicator 2.3

- 1.0 The Board [of Trustees](#) is committed to assessing its own performance as a board in order to identify its strengths and areas in which it may improve its functioning.
- 2.0 The Board [of Trustees](#) shall conduct an annual evaluation process in ~~April~~ [March](#) and place the results on a regular board meeting agenda for review and appropriate action.

See Administrative Procedure 2745, Board Self-Evaluation.

Date of Adoption: June 24, 2003

Date of Last Revision: February 12, 2019
September 14, 2016 Chancellor's Staff
November 26, 2014, Chancellors Staff
November 25, 2003

DRAFT

AP 2745 Board Self-Evaluation

Reference:

**ACCJC Accreditation Standard IV.C.10;
WASC/ACS Criterion 2, Indicator 2.3**

- 1.0 The following process will be used to conduct the annual self-evaluation of the Board of Trustees:
 - 1.1 An assessment form will be distributed to all Board members and members of the District staff who regularly participate at Board meetings at the first meeting in ~~April~~ March.
 - 1.2 The completed assessment forms shall be submitted to the Chancellor's Office on or before the second meeting in ~~April~~ March.
 - 1.3 The Chancellor's Office shall complete results of the assessment for distribution at the first meeting in ~~May~~ April.
 - 1.4 The assessment results shall be included as an agenda item for review and appropriate action at the second meeting in ~~May~~ April.

Date of Adoption: June 24, 2003

Revision Adopted: April 22, 2019 District Consultation Council
September 14, 2016 Chancellor's Staff
November 25, 2003

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: November 28, 2023

SUBJECT: Future Board Agenda Items

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

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Byron D. Clift Breland
Recommended by

B. V. Clift Breland
Approved for Submittal

6.d
Item No.

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

November 14, 2023

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, November 14, 2023, at 5:30 p.m. in the Anaheim Campus Board Room with a YouTube livestream broadcast.

Board President Ed Lopez called the meeting to order at 5:30 p.m. and asked Trustee Evangelina Rosales to lead the Pledge of Allegiance.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Jacqueline Rodarte, Evangelina Rosales, and Student Trustees Jesus Ramirez Jr. and Chloe Serrano. Absent: None.

RESOURCE PERSONNEL PRESENT: Byron D. Cliff Breland, Chancellor; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Cynthia Olivo, President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, President, North Orange Continuing Education; Treisa Cassens, representing the District Management Association; Kathryn McAlister, representing the Cypress College Academic Senate; Jeanette Rodriguez, representing the Fullerton College Faculty Senate; Pamela Spence, representing CSEA; Seija Rohkea, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Jill Bauer, Kathleen Reiland, Stephen Schoonmaker, and Bryan Ventura from Cypress College; Josh Ashenmiller, Daniel Berumen, M. Leonor Cadena, Gilbert Contreras, Danielle Fouquette, Bridget Kominek, and José Ramón Nuñez from Fullerton College; and Yasmine Andrawis, Danielle Davy, Geoff Hurst, Tami Oh, Amita Suhrid, Chelsea Van Doornum, Kashu Vyas, and Rick Williams from the District Office.

VISITORS: Dash Johnson and Scott Thayer. Public participation was provided via YouTube livestream.

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

Finance & Facilities: 3.a, 3.b, 3.c, 3.f, 3.g, 3.h, 3.i, 3.j, 3.k, 3.l, 3.m, 3.n, 3.o
Instructional Resources: 4.a, 4.b

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Ramirez and Serrano's advisory votes.

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Evangelina Rosales that the following personnel items be approved by block vote:

Human Resources: 5.a, 5.b, 5.c, 5.d, 5.e

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

CHANCELLOR'S REPORT

Chancellor Byron D. Cliff Breland reported that Cypress College hosted the District's first Focus on the Future Summit, which was designed to provide district employees and other educators with a high-level view of the future of education. The event featured California Community Colleges **Chancellor Dr. Sonya Christian**, **Senator Josh Newman**, and NCII Founder **Rob Johnstone**. Dr. Christian and Senator Newman later participated in a brief tour highlighting the College's baccalaureate program in Funeral Services and a provisionally approved baccalaureate in Dental Hygiene. He thanked **Trustee Evangelina Rosales** for providing remarks on behalf of the Board, and **Trustees Stephen T. Blount** and **Barbara Dunsheath** for attending.

Dr. Cliff Breland shared that he recently held two successful Chancellor Connect events at Fullerton College and NOCE to connect with students, faculty, and staff and provide updates on the District's initiatives and answer questions. He also reported on his attendance at the Cypress College Golf Tournament to raise money for student scholarships and the COLEGAS Conference which is one of the premier conferences to address Latinx issues. Chancellor Cliff Breland shared that he would be attending the upcoming CCLC Annual Convention in Indian Wells where he looked forward to discussing the impact of the state budget, campus climate issues, and enrollment management strategies with colleagues. He concluded his report by wishing everyone a happy holiday season with their families.

MINUTES: It was moved by Trustee Ryan Bent and seconded by Trustee Jacqueline Rodarte to approve the Minutes of the Regular Meeting of October 24, 2023 with the noted corrections to page 107 regarding the discussion of item 5.e. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and Rosales voting yes, including Student Trustees Ramirez and Serrano's advisory votes, and Trustee Rodarte abstaining.**

It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Stephen T. Blount to approve the Minutes of the Special Session Meeting of October 26, 2023. **Motion carried with Trustees Blount, Brown, Dunsheath, and Rosales voting yes, including Student Trustees Ramirez and Serrano's advisory votes, and Trustee Bent, Lopez, and Rodarte abstaining.**

It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Special Closed Session Meeting of October 27, 2023. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Ramirez and Serrano's advisory votes.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0158974 - P0162357 through October 23, 2023, totaling \$4,620,972.62, and check numbers C0055091 – C0055161, totaling \$2,524,227.94; check numbers F0295619 – F0296514, totaling \$285,964.26; check numbers 88539754 – 88540954, totaling \$9,916,950.16; check numbers V0031966 – V0031978, totaling \$20,014.00; check numbers 70125959 – 70126859,

totaling \$233,913.22; and disbursements E9128232 – E9138213, totaling \$13,638,993.71, through October 31, 2013.

Item 3.b: By block vote, authorization was granted to make adjustments to the General Fund and Child Development Fund revenue and expenditure budgets in accordance with the revised fiscal year 2023-2024 allocations and adopt resolutions to adjust budgets and authorize expenditures within the General Fund and Child Development Fund pursuant to the California Code of Regulations Title 5 §58308.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or the Executive Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Item 3.c: By block vote, authorization was granted to approve the 2023-2024 General Fund and Capital Outlay Fund transfers netting to the amount of \$2,881,925 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5 §58307.

Item 3.d: The Board received and reviewed the District's Quarterly Financial Status Report for the quarter ended September 30, 2023, as required by Title 5 §58310.

During the discussion, trustees requested clarification regarding the difference between actual expenditures from the prior year and the current year projected figures, the year-to-date actual percentages, and the projected expenditures shortfall.

Item 3.e: The Board received and reviewed the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended September 30, 2023.

During the discussion, trustees inquired about the flexibility of District investments.

Item 3.f: By block vote, authorization was granted to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Item 3.g: By block vote, authorization was granted to approve the Statement of Work from Experis for a cost of \$269,520.

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

Item 3.h: By block vote, authorization was granted to increase the agreement with HPI Architecture for the Hotel, Restaurant, and Culinary Arts Program Temporary Relocation Project at Cypress College by \$10,000 from \$337,480 to \$347,480, inclusive of the reimbursable expense allowance.

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

Item 3.i: By block vote, authorization was granted to file the Notice of Completion for the Co-Gen Decommissioning Project at Cypress College with JRH Construction Company, Inc. and pay the final retention payment when due.

Item 3.j: By block vote, authorization was granted to adopt Resolution No. 23/24-09 to approve Change Order #1 for Bid 2223-19 Barrier Removal Parking Lot 1 Project at Cypress College with Asad Holdings dba OrangeBlue increasing the contract from \$258,000 to \$284,541.08 and extending the contract time from July 12, 2023 to November 15, 2023.

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

Item 3.k: By block vote, authorization was granted to file the Notice of Completion for Bid #2223-19, Barrier Removal Parking Lot 1 at Cypress College with Asad Holdings dba OrangeBlue and pay the final retention payment when due.

Item 3.l: By block vote, authorization was granted to allow the Fullerton College Physical Education Division to host the Hornet Holiday Hoopla on the College campus on Friday, December 8, 2023, and allow them to purchase and serve alcoholic beverages to attendees.

Item 3.m: By block vote, authorization was granted to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College Summer 2024 Study Abroad Program in Kyoto, Japan. The basic program fee of \$5,550, which is to be paid by each student, includes housing, orientation, support staff, travel excursions, and some meals.

Further authorization was granted for the Vice Chancellor, Facilities & Finance, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office.

Item 3.n: By block vote, authorization was granted to enter into a twenty-five-month lease agreement from December 1, 2023 through January 31, 2026, with Anaheim Place Partners, LP, at 505 N. Euclid Avenue, Suites 200, 280, Anaheim CA 92801, for a total of \$410,632 to house the California Adult Education Program personnel and the NOCE President's Office.

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

Item 3.o: By block vote, authorization was granted to approve a donation of \$800 in gift cards to the NOCE Basic Skills Department for 20 students to participate in the CASAS Reading Goals 2 field testing.

INSTRUCTIONAL RESOURCES

Item 4.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College, to be effective Fall 2024. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Item 4.b: By block vote, authorization was granted to approve the summary of curriculum changes for Fullerton College, to be effective Fall 2024. The curricula have been signed by

the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Item 4.c: It was moved by Trustee Stephen T. Blount and seconded by Trustee Barbara Dunsheath to approve the final draft of the Cypress College 2024 Institutional Self Evaluation Report for reaffirmation of accreditation for submittal to ACCJC.

Subsequent to trustees commending the College on the excellent report, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Ramirez and Serrano's advisory votes.**

Item 4.d: The Board received as information highlights relating to the Cypress College 2023-24 Professional Development Program.

Item 4.e: The Board received as information highlights relating to the Fullerton College 2023-24 Staff Development Program with expenditures estimated to include, but are not limited to: General funds, Student Equity and Achievement funds, Perkins funds, and Enrollment & Reengagement funds (\$223,000):

- \$5,000 for Book Study groups, memberships (4C/SD and Online Learning Consortium Conference Subscriptions);
- \$50,000 for Faculty Inquiry Groups;
- \$25,000 for Adjunct Professional Learning Days and Adjunct Academy;
- \$42,000 for speakers/presenters and academy coordination/expenses;
- \$65,000 for conference attendance and trainings \$26,000 for workshop facilitation (including Flex Day, Classified Professional First Fridays, ally trainings, New Faculty Seminar, Data Trainings, Equity Trainings, etc.); and
- \$10,000 for general office needs.
- As well as a \$300,000 CoRE Grant to be used specifically on the program.

Item 4.f: The Board received as information highlights relating to the NOCE 2023-24 Professional Development Program with a budget that will include:

- \$49,634 (including annual allocation of \$20,000 plus carryover) for conferences, workshops, and on-campus speakers and presentations; and
- \$20,000 for management professional development opportunities.

During the discussion, Trustee Barbara Dunseath noted that it was positive to see so many activities available to such a wide range of people in all of the professional development programs and expressed appreciation for all of the thought that goes into building yearlong programming.

Item 4.g: The Board received as information highlights of the District Services 2022-23 Professional Development Program.

Item 4.h: Prior to consideration of this item, the Board received the following public comments:

Jeanette Rodriguez read a joint resolution from the Fullerton College Faculty Senate and Associated Students affirming their support for the Fullerton College mission statement and urged the Board to approve the proposed mission.

Bridget Kominek addressed the Board to share that the proposed Fullerton College mission statement aligns with the State Chancellor's Vision 2030 which references persistent system barriers and with the new accreditation standards which will go into effect in 2024, and is also essential to campus planning in order to prepare to serve students equitably.

Daniel Berumen presented additional context on the proposed Fullerton College mission statement that included the initial proposal timeline and the rationale that was used by the campus to develop the statement which centered on planning, alignment, and accreditation standards and also considered Board feedback.

It was moved by Trustee Stephen T. Blount and seconded by Trustee Evangelina Rosales that the Board formally accept and approve the revised Fullerton College Mission and Core Values previously approved by the College's Faculty Senate, Classified Senate, President's Advisory Council, and Associated Students in order to satisfy accreditation requirements.

During the discussion, trustees asked how the mission statement was different from what was originally presented to the Board in February 2023, expressed concern related to the ongoing inclusion of "dismantle oppressive institutional structures" language despite a Board request to frame it in a positive manner, noted that while the intent of the proposed language has the same intent as what is cited in ACCJC standards it is not the same, why the extended delay in sharing the mission with the Board, and why the proposed mission went through the shared governance process and still came back exactly the same which does not reflect good faith in consideration of the Board's comments. Board President Ed Lopez agreed with the comments made and reiterated the suggestion in February 2023 to delete the problematic language and add positive language.

It was then moved by Trustee Ed Lopez and seconded by Trustee Ryan Bent to amend the motion to delete "dismantle oppressive institutional structures" and replace it with "remove barriers to student success."

Trustee Barbara Dunsheath made the following statement for the record:

"It is in the best interest of Fullerton College for the Mission Statement to incorporate compromise language that both preserves the principles of the College (as advocated by the Accreditation Committee, Academic Senate and other shared governance groups) and the desire of the Board for more positive language.

As stated in the Board minutes of February 14, 2023 "Trustees expressed concern with the proposed Mission Statement revision which implies that there are several ongoing barriers which can be misconstrued as negative oppressive institutional structures. ...(Trustees) expressed a desire to see revisions in a timely fashion." Similar feedback was given to the College in June 2023 and again at the October 24, 2023 Board meeting when drafts of the institutional self-studies were shared with the Board. So, it is disappointing that the College is presenting the same mission statement that was unanimously rejected by the Board in February 2023.

The lack of a current Board-approved mission statement could place the College in jeopardy of receiving full compliance by the Accrediting Commission. The ACCJC standards state:

- A.1.4 The institution articulates its mission in a widely published statement approved by the governing board. The mission statement is periodically reviewed and updated as necessary. (ER 6)
- “ER6 stands for Eligibility Requirement. The Commission’s Eligibility Requirements represent the minimum qualifications for institutions seeking an accredited status with ACCJC.
 - ER6 states: “The institution's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization, and is appropriate to a degree granting institution of higher education and the constituency it seeks to serve. The mission statement defines institutional commitment to student learning and achievement. (Standard I.A.1 and I.A.4)”

It is in the best interest of the College to receive full accreditation by meeting all the standards. I have considerable knowledge regarding accreditation. I have served on five visiting teams, and I have served as a commissioner for ACCJC for the past six years. Over that tenure, I have reviewed over 130 institutional self-studies and peer review reports. Never has an institution presented their self-study without a Board approved updated mission statement. (As faculty at East Los Angeles College, the college had updated their mission statement but had overlooked presenting the mission statement to the Board. The consequence was a recommendation to meet the standard and the College had been placed on warning.) My understanding of accreditation leads me to believe that Fullerton College would receive a similar recommendation from ACCJC if the current status of an unapproved mission statement is not rectified.

I believe that the Board request to frame the mission statement positively is both fair, reasonable, and in the best interest of the College.

Additionally, it is within the Board’s purview to adopt the mission statement both as stated in ACCJC standards as well as Board Policy 2200, section 2.0. The Board “adopts policies that define the institutional mission and set prudent ethical and legal standards.”

I consulted with a colleague who specializes in non-profit institutions, specifically the creation of mission statements and strategic planning. Her feedback regarding Fullerton College’s proposed mission statement included: what is meant by “dismantle oppressive institutional structures” and is this something you want published on your website?

Please consider the purpose of the mission statement:

- A mission statement is a concise explanation of an organization’s reason for existence and describes its purpose, intention and overall objectives. The mission statement supports the vision and serves to communicate purpose and direction to employees, customers, vendors and other stakeholders.
- ACCJC standard A.1.1: The mission describes the institution’s broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement.

Once again I beseech Fullerton College to reconsider the Board’s request to be flexible in the wording of the mission statement.

I believe there is time to craft a mission statement that will both give credence to the ideals of the College with positive wording that the Board requests before it reaches the level of an ACCJC sanction. During Spring 2024, Fullerton College will undergo a summative review by ACCJC. At that point, a peer review team will analyze the self-study and accompanying evidence and craft areas of inquiry. In Fall 2024, there will be a follow-up visit by the peer review team to gain further understanding of areas of inquiry. ACCJC will accept updated information until the start of the Fall team visit – most likely in October, 11 months from today.

I recommend several acceptable paths forward, ideally prior to the Fall 2024 ACCJC site visit (If ACCJC does issue a recommendation, that recommendation will be to craft a Board-approved mission statement – so we can come to an understanding prior to the Fall 2024 visit without an accreditation requirement or after Fall 2024 under accreditation mandate.):

1. Craft a mission statement that rewrites the phrase “dismantle oppressive institutional structures.” Possible suggestions include: “removing barriers to success” (proposed in February 2023); “We create (or build) institutional structures to achieve educational justice”; remove the word “oppressive.”
2. Omit the last sentence entirely from the mission statement (essentially re-adopting the 2017 mission statement).
3. Create a committee composed of members of the Board and members of the campus community to find a solution to a mission statement that incorporates both concerns.

These are a handful of acceptable solutions. I am sure there are numerous other ways forward. We need to place the College, especially our students’ interest first. Students may only receive financial aid from fully accredited colleges. It is in the best interest of our students, our College, and our community for Fullerton College to receive full accreditation status. I am positive that if we are all flexible, we can work together for a positive outcome. There are numerous paths forward. I am happy to help make this happen.”

Trustee Barbara Dunsheath also cautioned that the Board should not wordsmith, and should instead send it back to the College for monthly updates, because it is not the role of the Board to dictate what the mission statement should say or get involved in operations. She suggested creating a committee with liaisons from the campus and the Board as a path forward.

Trustee Ryan Bent expressed appreciation for the amendment because he would accept the revised mission statement, noted that the first two sentences are outstanding and could stand alone, and expressed disappointment that the changes requested by the Board were ignored including seeing the product only at the very end of the process.

Trustee Jacqueline Rodarte reiterated that trustees previously shared that they wanted compromising language and expressed support for monthly status updates from the College.

Trustee Jeffrey P. Brown stated his preference for a compromise between the College and the Board and suggested approving the amendment, but not approving the mission statement and instead tabling it to a future meeting so that the campus has a tangible example.

Subsequent to the discussion, a vote on the amended motion occurred and the **motion carried with Trustees Bent, Brown, Lopez, and Rosales voting yes, and Trustees Blount, Dunsheath, and Rodarte voting no including the Student Trustees Ramirez and Serrano’s advisory votes.**

After the vote on the amended motion, it was moved by Trustee Jeffrey P. Brown and seconded by Trustee Ryan Bent to table the amended motion to the first meeting in February 2024.

After Trustee Barbara Dunsheath noted that the main message from the Board is that they are open to comprised language, and Chancellor Byron D. Clift Breland expressing a desire to continue the conversation because it is in the best interest of everyone to resolve the matter prior to the accreditation visit in order to avoid being cited by ACCJC.

Subsequent to a friendly amendment to table the discussion to the second meeting in February where it will be presented as an action item, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Ramirez's advisory vote and Student Trustee Serrano's no advisory vote.**

(See Supplemental Minutes #1329 for a copy of the presentation.)

HUMAN RESOURCES

Item 5.a: By block vote, authorization was granted for the following academic personnel matters, which are within budget:

RESIGNATION

Duran, Sonia	CC	Director on Special Assignment, Student Services Last day worked: 10/20/2023 PN CCM691
Fernandez, Margaret	CC	Interim Dean, Career Technical Education/Economic Development Last day worked: 10/31/2023 PN CCM970

NEW PERSONNEL

Hodge, Rick	CC	Dean, Career Technical Education/Economic Development 12-month Position (100%) Range 32, Column G Management Salary Schedule Eff. 11/15/2023 PN CCM970
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TEMPORARY REASSIGNMENT

Fierro, Deniz	FC	Director, Educational Partnerships and Programs
	To:	Interim Director, EOPS/CARE/CalWORKs 12 Month position (100%) Range 24, Step F + Doctorate

Management Salary Schedule
Eff. 11/15/2023-06/30/2024

CHANGE IN SALARY CLASSIFICATION

Leyva Gutierrez, Francisco	CC	Chemistry Instructor (ADJ) From: Column 1, Step 1 To: Column 3, Step 1 Eff. 08/21/2023
Li, John	CC	Physics/Astronomy Instructor (ADJ) From: Column 1, Step 1 To: Column 3, Step 1 Eff. 08/21/2023
Mao, Yen-Ping	FC	Foreign Language, Chinese Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/21/2023
Papoulias, Lambe B	FC	Business Instructor (ADJ) From: Column 1, Step 1 To: Column 3, Step 1 Eff. 08/21/2023
Sarkan, Kristianna	CC	Biological Sciences Instructor (ADJ) From: Column 1, Step 1 To: Column 3, Step 1 Eff. 08/21/2023
Worthington, Gina	FC	Ethnic Studies Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/21/2023

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2024 SPRING SEMESTER

Avery, Cori	CC	Column 1, Step 2
Butler, Stephanie	NOCE	Column 2, Step 1
Chen, Erica	CC	Column 1, Step 1
Nakawatase, Daniel	CC	Column 2, Step 1
Pham, Thien	FC	Column 1, Step 4
Tagayun, Anissa	CC	Column 1, Step 1
Truman, Kaitlyn	CC	Column 1, Step 1
Wang, Alicia	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Aarons, Rhiannon	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
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Adams, Kelly	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Aguilar, Hugo	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Barsha, Anthony	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Berry, Nera	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Carmona, Mirta	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Chang, Wayne	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Curtin, Brian	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Dahl, Yen	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Echolds, Nora	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Edwards, June	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Elgin, Rachael	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Famolaro, Felix	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Fike, Lawrence	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023

Hall, Angel	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Hill-West, Jami	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Huynh, Paul	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Kanel, Naveen	FC	Educational Facilities Master Plan Refresh Steering Committee Stipend not to exceed \$720.00 Eff. 09/08/2023-12/01/2023
Kanal, Naveen	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Katsui, Irene	NOCE	Online Teaching Certificate Training Stipend not to exceed \$250.00 Eff. 10/01/2023-10/15/2023
Khong, San	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Khssassi, Zineb	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Kim, Wha	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Magginetti, Giovanni	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Metchikoff, Allison	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Patrick-Norng, Michelle	NOCE	Educational Facilities Master Plan Refresh Steering Committee Stipend not to exceed \$720.00 Eff. 09/08/2023-12/01/2023

Penn Mathis, Elline	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Ream, Timothy	FC	Got Data Professional Learning Day Stipend not to exceed \$120.00 Eff. 08/16/2023
Rios, Crystal	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Tseng, Anh	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Tuttle-Harry, Honour	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Uchlik, Aleksandra	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Ura, Masako	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Usary, Danny	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Wan, James	CC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Way, Chase	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Wilson, Kristine	FC	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023
Zhao, Qingguo	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$160.00 Eff. 10/12/2023

Item 5.b: By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

RETIREMENT

Peters, Lowell FC Facilities Assistant
 12-month position (100%)
 Eff. 12/31/2023
 PN FCC917

RESIGNATIONS

Martinez Beccera, Edgar FC Campus Safety Officer
 12-month position (100%)
 Eff. 10/24/2023
 PN FCC842

NEW PERSONNEL

Linden, Tanner CC Special Projects Coordinator, College Foundation
 Temporary Management Position (100%)
 Range 1, Special Project Admin Daily Rate Schedule
 Eff. 12/15/2023 – 06/30/2024
 PN CCT999

CHANGE IN SALARY STEP

Teh, Edwin FC Admissions and Records Specialist
 From: Range 36, Step E
 To: Range 36, Step C
 Eff. 10/16/2023

CHANGE IN END DATE

Barton, Pepe FC Temporary Interim Director, Campus Communications
 From: 05/31/2024
 To: 04/30/2024
 PN FCM988

VOLUNTARY CHANGES IN ASSIGNMENT

Zaragoza, Juliana CC Financial Aid Technician
 12-month position (100%)
 PN CCC771

Permanent Lateral Transfer
 To: Administrative Assistant II (NOCRC)
 12-month position (100%)
 Eff. 11/15/2023
 PN SCC871

DOCTORAL STIPEND

Ramirez, Daisy CC Research Analyst (100%)

Doctoral Stipend (\$3,500)
Eff. 07/01/2024

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Santillan, Carolina	FC	Administrative Assistant II 6% Stipend Eff. 09/01/2023 – 06/30/2024
Serrato, Melissa	FC	Communications Specialist 6% Stipend Eff. 09/01/2023 – 10/31/2023

LEAVES OF ABSENCE

@01782356	FC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/16/2023 – 1/12/2024 (Consecutive Leave)
@01492199	FC	Unpaid Personal Leave Eff. 11/27/2023 – 12/01/2023 Eff. 01/02/2024 – 01/05/2024 Eff. 02/15/2024 – 02/20/2024

NEW CLASSIFIED MANAGEMENT JOB DESCRIPTION

Assistant District Director, Purchasing
Range 17 (CL)
Management Salary Schedule

Item 5.c: By the block vote, authorization was granted to approve the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1329 for a copy of the professional expert personnel listing.)

Item 5.d: By the block vote, authorization was granted to approve the hourly listing.

(See Supplemental Minutes #1329 for a copy of the hourly personnel listing.)

Item 5.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1329 for a copy of the volunteer personnel listing.)

Item 5.f: It was moved by Trustee Stephen T. Blount and seconded by Trustee Evangelina Rosales to approve the appointment of Dr. Scott Thayer to the position of Cypress College President, effective January 22, 2024. Dr. Thayer shall be placed on Step C of the Executive Officer Salary Schedule, wherein the yearly rate of compensation shall be TWO HUNDRED SEVENTY-SEVEN THOUSAND, FIFTY-TWO DOLLARS (\$277,052). The annual salary shall

be paid in twelve (12) equal monthly installments with proration for a period of less than a full year of service.

The yearly optional fringe benefit dollar allowance shall be the same as that which is provided for the District's twelve-month management employees. The above amount is in addition to the standard medical benefits available to District employees.

Dr. Thayer will receive, on a one-time basis, the sum of \$6,000, less applicable withholding as required by law, toward Dr. Thayer's costs and expenses for relocation to the area. These expenses must be repaid to the District if Dr. Thayer seeks to terminate his contract before completing 18 months of employment.

In addition, Dr. Thayer will receive a doctoral stipend of \$3,500 annually. The doctoral stipend will be prorated based on the number of remaining months in the fiscal year.

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

(This action was orally reported by the Board President Ed Lopez per the Brown Act, at California Government Code Section 54953(c)(3), as amended.)

Subsequent to the vote, Chancellor Byron D. Clift Breland acknowledged Dr. Scott H. Thayer in the audience, highlighted his professional background, and expressed his gratitude to those who participated on the selection committee and those who provided feedback to the Board.

Dr. Scott H. Thayer then took a moment to thank the Chancellor, Board, constituent groups, and the community for the opportunity to lead Cypress College, and to build upon the work of Dr. JoAnna Schilling in support of student success.

GENERAL

Item 6.a: The Board directed that the agenda for November 28, 2023 include the establishment of December 12, 2023 as the date of its Organizational Meeting and received as information the tentative dates for Board meetings in 2024, along with the dates of national and state conferences and conventions.

In reviewing the Tentative Board Meeting Calendar for 2024, the Board requested that the first meeting in the months of January and July be cancelled, and that the first meeting in August be marked as tentative, with the meeting only taking place if deemed necessary. Trustees also inquired about the possibility of marking the second meeting in November as tentative due to the burden on staff because of the Thanksgiving holidays.

Item 6.b: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Stephen T. Blount to adopt Resolution No. 23/24-08, Trustee Absence verifying that Trustee Jacqueline Rodarte was absent on October 24, 2023 due to illness and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and Rosales voting yes, and Trustee Rodarte abstaining.**

A signed affidavit from Trustee Rodarte verifying her absence due to illness will be on file in the Chancellor's Office.

Item 6.c: It was moved by Trustee Evangelina Rosales and seconded by Trustee Barbara Dunsheath to adopt Resolution No. 23/24-10, Trustee Absence verifying that Trustee Ryan Bent was absent on October 26, 2023 due to hardship and, therefore, eligible to receive compensation for the Special Board meeting held on that date for the open forum for the Cypress College President finalists. **Motion carried with Trustees Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, and Trustee Bent abstaining.**

It was moved by Trustee Barbara Dunsheath and seconded by Trustee Ryan Bent to adopt Resolution No. 23/24-11, Trustee Absence verifying that Trustee Ed Lopez was absent on October 26, 2023 due to hardship and, therefore, eligible to receive compensation for the Special Board meeting held on that date for the open forum for the Cypress College President finalists. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Rodarte, and Rosales voting yes, and Trustee Lopez abstaining.**

It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Ryan Bent to adopt Resolution No. 23/24-12, Trustee Absence verifying that Trustee Jacqueline Rodarte was absent on October 26, 2023 due to hardship and, therefore, eligible to receive compensation for the Special Board meeting held on that date for the open forum for the Cypress College President finalists. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, and Rosales voting yes, and Trustee Rodarte abstaining.**

Subsequent to the vote, it was clarified that the trustees that were absent for the Special Meeting on October 26 had the opportunity to view a recording of the forums online.

Signed affidavits from Trustees Bent, Lopez, and Rodarte verifying their absences due to hardship will be on file in the Chancellor's Office.

Item 6.d: Board President Ed Lopez asked if there were any requests for potential future agenda items and there were none.

CHANCELLOR'S STAFF COMMENTS

Cherry Li-Bugg reported that the District 2023-24 academic calendar was negotiated and approved by the Board before the pilot winter intersession was implemented which is why it begins on December 18. She shared that the fill rate is currently at 65% and that open enrollment has not begun.

Valentina Purtell reported that **State Chancellor Dr. Sonya Christian** requested that NOCE and the CC TAP team work together to lead the development of the Vision 2030 action steps for adult education. A workgroup was recently convened to develop the charge and strategy and it will work on developing action steps on equitable baccalaureate attainment, equitable workforce development, and attaining a living wage. The next session is scheduled for December 13. She announced that NOCE received the Community Recognition Award at the CAPEd Convention for its work with the Orange County Local Partnership Agreement Steering Committee and the NOCE Campus Communications and WASC Teams accepted five awards from the National Council for Marketing and Public Relations (NCMPR). President Purtell provided copies of *answers*, a resource guide for seniors, that features a full spread on the NOCE Emeritus Program and wished everyone a Happy Thanksgiving.

JoAnna Schilling congratulated **Dr. Scott Thayer** on his appointment and noted that the campus will be in good hands. She reported that Cypress College enrollment for the Fall 2023

will end up 8% higher than the previous year with a 66% fill rate for the upcoming Winter Intersession which will provide an added enrollment boost. The annual Commit2Cypress outreach day welcomed over 1,200 high school seniors to the campus and acknowledged the Charger Experience Team for organizing the event. President Schilling reported on her attendance at the Orange County Teacher of the Year event—including *Trustees Bent and Rosales* and **Student Trustee Chloe Reyes**—honoring Cypress College Professor **Sarah DeMartino**, Fullerton College Professor **Rosie Kar**, and NOCE Professor **Souzan Sahakian**. She shared that she would be presenting on the College's new book program at the upcoming CCLC Annual Convention, and that the College hosted the official kick-off for the new Mazda Technician Program which will launch in the spring semester.

Cynthia Olivo reported that the Fullerton College Men's Soccer Team clinched the Orange Empire Conference Championship, the Football Team was named Southern California Champions after their recent victory, and the Debate Team beat the California State University, Fullerton team at their exhibition debate on nuclear weapons policy. She noted that the College's 97 Winter Intersession sections are filling at a fast rate and there are upcoming plans to advertise to local university students. President Olivo thanked everyone who supported the Fullerton College Veterans Golf Tournament which raised \$30,000. She reported on several campus activities including the Chapman Newell Building groundbreaking, the Foster Youth Thanksgiving event, and the Campus Holiday Party on December 6.

RESOURCE TABLE PERSONNEL COMMENTS

Treisa Cassens welcomed **Dr. Scott Thayer** and wished everyone a Happy Thanksgiving.

Kathleen McAlister welcomed **Dr. Scott Thayer** on behalf of the Cypress College Academic Senate and recognized **Bryan Ventura** and **Jill Bauer** for their work in getting the Cypress College Institutional Self Evaluation Report approved. She then read a Cypress College Academic Senate resolution urging the District and United Faculty to rely upon the collective bargaining agreement to facilitate faculty transfers and asked that it be included in the meeting minutes.

(See Supplemental Minutes #1329 for a copy of the resolution.)

Jeanette Rodriguez welcomed **Dr. Scott Thayer** on behalf of the Fullerton College Faculty Senate, thanked Trustee Ryan Bent for attending the debate event at the Nixon Library, and reported on the upcoming Plenary Session. She stated that the Fullerton College mission statement drives what the campus does and not approving it will deal a blow to the campus and the shared governance process and also noting that wordsmithing is unprecedented.

Pamela Spence reported on her attendance at the Focus on the Future Summit, shared that the next CSEA meeting will be on November 15, and that CSEA continues to negotiate the job families MOU with the District.

Seija Rohkea reported that Adjunct Faculty United looks forward to meeting with Human Resources regarding paid trainings and meetings, a coaching MOU, and continuing healthcare benefits. She also welcomed **Dr. Scott Thayer** and thanked **Dr. JoAnna Schilling** for her service to Cypress College.

MEMBERS OF THE BOARD OF TRUSTEES COMMENTS

Student Trustee Chloe Serrano reported that Fullerton College Associated Students attended the California Community College Student Affairs Association (CCCSAA) Conference last month and have plans to hold their first team bonding activity at the UCI ropes course. She wished the Fullerton College Football Team luck in the regional finals, reported on the successful Asian Pacific Islander Desi American (APIDA) Forum held that same day, and congratulated **Dr. Scott Thayer** on his appointment as Cypress College President.

Student Trustee Jesus Ramirez Jr. reported that Cypress College Associated Students also attended the CCCSAA Conference, and that OC Action will send a student delegation to Sacramento to lobby for SB 299 to secure auto voter registration. He reported on campus activities including plans to host Winter Fest on November 30 and to start a jacket and blanket drive after the Thanksgiving food drive concludes.

Trustee Ryan Bent stated that everyone talks about shared governance and who it includes, but noted that it also includes trustees who represent large constituencies. He reported on his attendance at the Orange County Teacher of the Year Banquet, the student debate event at the Nixon Library, the Fullerton College football game that included a miracle comeback, and the Fullerton College Veterans Golf Tournament.

Trustee Jacqueline Rodarte reported on her attendance at a Fullerton Museum Center Association meeting and noted that the **Leo Fender Gallery** unveiling will take place on December 9. She shared that she participated in a tour of the City of Anaheim Ponderosa Community Center and commended NOCE for the work they do there to serve families.

Trustee Evangelina Rosales congratulated **Dr. Scott Thayer** on his appointment and stated that she looked forward to working with him and the great things he will do for the District and Cypress College. She reported on her attendance at the COLEGAS Conference, the Orange County Teacher of the Year Banquet, and the Focus on the Future Summit.

Trustee Barbara Dunsheath welcomed **Dr. Scott Thayer** to the District and reported on her attendance at the Focus on the Future Summit. She noted that the State Chancellor's Office Distance Education and Education Technology Advisory Committee recently acknowledged Cypress College and Fullerton College for being the 49th and 50th teaching colleges in the California Virtual Campus exchange, invited everyone to attend the Women's Caucus general meeting on November 17 at the CCLC Annual Convention, and to save the date for the Cypress College Americana Awards on March 16.

Trustee Stephen T. Blount shared that he planned to attend the Fullerton College debate at the Nixon Library, but had a scheduling conflict, reported on his attendance at the Focus on the Future Summit and the Fullerton College Golf Tournament, and looked forward to working with **Dr. Scott Thayer**.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Gilbert Contreras congratulated **Dr. Scott Thayer** on his selection as Cypress College President and acknowledged **Dr. JoAnna Schilling** for always championing Cypress College. He invited everyone to participate in fundraising efforts for the Fullerton College Foundation "Fight Cancer Scholarship" in support of students who are confronting cancer.

CLOSED SESSION: At 7:34 p.m., Board President Ed Lopez wished everyone a Happy Thanksgiving and adjourned the meeting to closed session per the following sections of the Government Code and stated there would not be a readout:

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

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54956.9(d)(2): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.

RECONVENE MEETING: At 9:17 p.m., Board President Ed Lopez reconvened the meeting in open session.

ADJOURNMENT: At 9:17 p.m., it was moved by Trustee Ryan Bent and seconded by Trustee Stephen T. Blount to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

Prepared By Recording Secretary for
Jeffrey P. Brown, Secretary, Board of Trustees