



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

MEETING: Regular Meeting in October 2019

DATE: Tuesday, October 8, 2019, at 5:30 p.m.

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

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

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

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience:** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [] in Sections 3 & 4**
- e. **Consider Personnel block-vote items indicated by [] in Section 5**
Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.

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

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

- f. **Chancellor's Report**
Sabbatical Reports:
 - * **"Women's Experiences & Perspectives of Training Programs and Careers in Historically Male-Dominated Industry Sectors"**
By: Doug Sallade, Cypress College Faculty
 - * **"The Study of Historical Objects of Art and Their Exhibition"**
By: Carol Henke, Fullerton College Faculty

* **“Dancing Faces of Bali”**

By: Cathee Mang, NOCE Faculty

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

2. a. **Approval of Minutes of the Regular Meeting of September 24, 2019.**

- b. **CLOSED SESSION: Per the following sections of the Government Code:
 Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.**

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

3. **FINANCE & FACILITIES**

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District’s Business Office.)**
- [b] Authorization is requested to make adjustments to General Fund and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2019-20 allocations and adopt resolutions to adjust budgets and authorize expenditures within the General Fund and Financial Aid Fund pursuant to the California Code of Regulations Title 5, §58308.
- c. It is recommended that the Board review the Calendar for the 2020-21 Budget.
- d. It is recommended that the Board receive the agenda item for information only regarding the 2018-19 Travel Expense Report.
- e. It is recommended that the Board review the Public Self-Insurer’s Annual Report for Fiscal Year 2018-19, and acknowledge the Estimated Future Liability of \$1,699,969 as reported to the State.
- [f] Authorization is requested to enter into an agreement with TYR in the amount of \$459,360 to provide DSA inspection services for the new Instructional Building and Central Plant Expansion projects at Fullerton College for the duration of January 1, 2020 through December 31, 2021.
- [g] Authorization is requested to enter into an agreement with Twining Consulting in the amount of \$417,631.50 to provide material testing and special inspections services for the new Instructional Building & Central Plant Expansion Projects at Fullerton College for the duration of January 1, 2020, through December 31, 2021.

- [h] Authorization is requested to allow the Fullerton College Foundation to host the President's Gala on the Fullerton College campus on October 19, 2019 and to allow them to serve alcoholic beverages to attendees.
- [i] Authorization is requested for Fullerton College to rent the Campus Theatre and College Center Conference Rooms to Pathways of Hope on February 6, 2020, and allow them to sell alcoholic beverages to attendees.
- [j] Authorization is requested for Fullerton College to accept donations to its divisions, departments, and programs.
- [k] It is recommended that the Board adopt Resolution No. 19/20-07 to conduct a public hearing giving Notice of Intention to grant an easement to Southern California Edison Company to provide underground electrical supply systems for the charging stations at Fullerton College.

4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the summary of curriculum changes for Fullerton College, to be effective Fall 2020.
- [b] It is recommended that the Board approve the summary of curriculum changes for North Orange Continuing Education, to be effective Winter 2020.

5. **HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:
 - Temporary Contract
 - Change in Salary Classification
 - Leaves of Absence
 - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:
 - Probationary Release
 - Change in Hire Date
 - New Hire
 - Revision of Contract
 - Voluntary Changes in Assignment
 - Leaves of Absence
- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.

- f. Request approval to receive reopeners proposed by Adjunct Faculty United (AFT/AFL/CIO) to the District and to set a public hearing.
- g. Request approval to receive reopeners proposed by the District to Adjunct Faculty United (AFT/AFL/CIO) and to set a public hearing.

6. **GENERAL**

- a. It is recommended that the Board discuss the recommended Statement of Legislative Principles for 2019-20, and empower the Chancellor to advocate for the interests of the students, staff, and faculty of the District on behalf of the Board.
- b. It is recommended that the Board receive as information the revised Administrative Procedures in Chapters 2, 3, and 4.
- c. It is recommended that the Board receive as a first reading the proposed, revised Board Policies in Chapters 2 and 3.
- d. It is recommended that the Board discuss any potential future agenda items.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	October 8, 2019	Resolution	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Information	<u> </u>
		Enclosure(s)	<u>X</u>

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

The purchase order numbers P0132709 - P0140188, check numbers C0050288 - C0050430; F0237851 - F0239593; Q0006687 - Q0006760; 88495550 - 88496500; 70094938 - 70095505; disbursements E8808102 - E8815134; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Bank Mobile disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0132709 - P0140188 through September 12, 2019, totaling \$2,519,033.67, and check numbers C0050288 - C0050430, totaling \$162,850.35; check numbers F0237851 - F0239593, totaling \$8,908,105.21; check numbers Q0006687 - Q0006760, totaling \$5,288.00; check numbers 88495550 - 88496500, totaling \$10,500,423.95; check numbers 70094938 - 70095505, totaling \$122,560.67; and disbursements E8808102 - E8815134, totaling \$7,981,168.54, through September 30, 2019.

Fred Williams

3.a.1

Recommended by

Approved for Submittal

Item No.

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0132709	Schindler Elevator Corporation	\$ 43,924.00	Capital Outlay	AC	Elevator Door Replacement @ FC
P0132849	Office Solutions	\$ 500.00		FC	Blanket Order for Office Supplies
P0133636	Worldwide Recovery Systems Inc	\$ 2,000.00		FC	Blanket order for Hazardous Waste Removal/Disposal
P0133766	Southern California Tire Recycler Inc	\$ 300.00		FC	Blanket Order for Tire Disposal
P0133787	Lee & Son Alignment Service	\$ 550.00		CC	Blanket Order for Auto Repairs
P0133788	Los Alamitos Auto Parts	\$ 2,200.00		CC	Blanket Order for Parts & Supplies
P0133789	Lynde-Ordway Co Inc	\$ 550.00		CC	Blanket Order for Equipment Repairs
P0133790	Marx Bros Fire Extinguisher Co Inc	\$ 5,500.00		CC	Blanket Order for Fire Protection Services
P0133791	McCoy Mills Ford	\$ 1,100.00		CC	Blanket Order for Vehicle Repairs
P0133801	Safety Kleen Corp	\$ 2,500.00		CC	Blanket Order for Hazardous Waste Removal
P0133808	Safety Kleen Corp	\$ 3,000.00		CC	Blanket Order for Auto Parts Disposal Services
P0133952	Anna Lopez	\$ 1,467.10		NOCE	Reimburse Non-employee for Travel
P0134346	Psomas	\$ 5,200.00		FC	Design Survey Services
P0134398	Hunter Parts & Service	\$ 5,000.00		CC	Blanket Order for Automotive Equipment Repairs
P0134455	Amazon Business	\$ 276.64		NOCE	Instructional Supplies
P0134542	Flinn Scientific Inc	\$ 400.00		CC	Blanket Order for Lab Supplies
P0134629	A & B Laundry	\$ 3,000.00		CC	Blanket Order for Laundry Services
P0134630	Klinger Educational Products Corp	\$ 1,700.00		CC	Blanket Order for Laboratory Equipment Repairs
P0134631	Celestron Acquisition LLC	\$ 300.00		CC	Blanket Order for Laboratory Equipment Repairs
P0134632	Dans Machine Tool	\$ 500.00		CC	Blanket Order for Laboratory Equipment Repairs
P0134633	Vernier Software & Technology	\$ 2,000.00		FC	Blanket Order for Instructional Supplies
P0134634	JM McConkey Co Inc	\$ 2,500.00		FC	Blanket Order for Instructional Supplies
P0134635	Bishop Co	\$ 1,700.00		FC	Blanket Order for Instructional Supplies
P0134636	Vortex Industries Inc	\$ 7,500.00		FC	Blanket Order for Door Repairs
P0134637	A Alvarado Painting	\$ 15,000.00		FC	Blanket Order for Painting Services
P0134673	Office Solutions	\$ 4,000.00		FC	Blanket Order for Office Supplies
P0134674	Office Solutions	\$ 600.00		CC	Blanket Order for Office Supplies
P0134677	Office Solutions	\$ 2,000.00		FC	Blanket Order for Office Supplies
P0134678	Transportation Charter Services Inc	\$ 4,830.00		FC	Transportation for Puente Field Trip
P0134679	Amazon Business	\$ 320.06		CC	Instructional Supplies
P0134680	Sodexo Inc and Affiliates	\$ 1,269.72		FC	Catering for Student Services All-Division In-Service
P0134681	Penn-Jersey X-Ray	\$ 845.20		CC	Lab Supplies
P0134682	JT Print It	\$ 391.58		FC	Table Cloths for Outreach Events
P0134683	Geil Industries	\$ 1,238.75		FC	Kiln Repair for Ceramics Class
P0134684	Internal Business Systems Inc	\$ 626.15		CC	Print Cartridges for Student Activities Department
P0134685	Erika Ito	\$ 50.00		FC	Guest Performer for the Music Department
P0134686	Cal Pro Specialties	\$ 882.48		AC	Promotional Items
P0134687	10e Media	\$ 45,000.00		AC	Consulting Services for Crisis Communications
P0134688	Health Care Logistics Inc	\$ 138.13		NOCE	Lab Supplies
P0134689	McKesson Medical-Surgical Government Solutions LLC	\$ 91.24		NOCE	Lab Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0134690	Kurzweil and Intellitools	\$ 9,000.00		NOCE	Software Subscription
P0134691	Amazon Business	\$ 116.78		CC	Lab Supplies
P0134692	Embassy Suites	\$ 3,285.80		FC	Hotel Fee for Basketball Team Event
P0134693	Amazon Business	\$ 218.75		CC	Lab Supplies
P0134694	City of Cypress	\$ 1,535.40		NOCE	Police Services for Graduation
P0134695	Fisher Scientific Co LLC	\$ 219.86		CC	Lab Supplies
P0134696	Amazon Business	\$ 2,736.17		FC	Theater Supplies
P0134697	Postmaster - Cypress	\$ 258.50		CC	Blanket Order for Permit Fees
P0134698	Freestyle Camera	\$ 2,806.19		CC	Instructional Supplies
P0134699	Lacy Construction	\$ 10,704.00		FC	Equipment Anchorage
P0134700	Bremer's Plumbing & Boiler Services Inc	\$ 3,190.00		AC	Heat Exchanger Replacement
P0134701	Tableau Software Inc	\$ 1,400.00		FC	Software License
P0134702	North Orange County Chamber	\$ 500.00		AC	Institutional Membership
P0134703	Division of the State Architect	\$ 500.00		AC	DSA Fees for Complex Bldg. @ CC
P0134704	Freestyle Camera	\$ 2,000.00		CC	Blanket Order for Instructional Supplies
P0134705	Digital Art Supplies	\$ 5,000.00		CC	Blanket Order for Lab Supplies
P0134706	Ewing Irrigation Products Inc	\$ 2,000.00		FC	Blanket Order for Instructional Supplies
P0134707	Refrigeration Supplies Distributor	\$ 15,000.00		AC	Blanket Order for Facilities Supplies
P0134708	Home Depot	\$ 500.00		NOCE	Blanket Order for Facilities Supplies
P0134709	B & M Lawn & Garden Center	\$ 500.00		NOCE	Blanket Order for Facilities Supplies
P0134710	Federal Express	\$ 350.00		AC	Blanket Order for FedEx Mail Charges
P0134711	Office Solutions	\$ 5,000.00		CC	Blanket Order for Office Supplies
P0134713	Ludlow Kingsley	\$ 600.00		AC	Website Hosting Fees
P0134714	Ludlow Kingsley	\$ 1,500.00		AC	Website Maintenance Fees
P0134715	FedEx Freight West Inc	\$ 137.00		FC	Shipping Fee
P0134716	Love and Logic Institute Inc	\$ 3,155.41		NOCE	Marketing and Outreach Supplies
P0134717	25th Hour Communications Inc	\$ 16,200.00		CC	Independent Contractor for Media Relations
P0134718	National Council for Marketing and Public Relations	\$ 680.00		NOCE	Award Registration Entry Fees
P0134719	Pacwest Security Services	\$ 775.80		NOCE	Security Services
P0134720	Pacwest Security Services	\$ 9,240.00		NOCE	Security Services
P0134721	Olla LLC	\$ 1,775.46		FC	Instructional Supplies
P0134723	Natasha Salvatierra	\$ 85.00		FC	Student Honor Society Reimbursement
P0134724	4imprint Inc	\$ 900.05		CC	Promotional Materials
P0134725	McKesson Medical-Surgical Government Solutions LLC	\$ 8,590.01		NOCE	Lab Supplies
P0134726	Amazon Business	\$ 447.03		CC	Lab Supplies
P0134727	P2S Engineering Inc	\$ 11,500.00		AC	Engineering Services for Light Study
P0134728	Office Solutions	\$ 401.88		AC	Promotional Materials
P0134730	Sasco Electric	\$ 960.00		FC	Data Lines Installation
P0134731	iT1 Source LLC	\$ 402.99		NOCE	Telephone Accessory
P0134732	Sidepath Inc	\$ 392.04		CC	Computer Monitor

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0134733	Sidepath Inc	\$ 17,736.56		CC	(100) Computer Monitors
P0134734	One Diversified LLC	\$ 18,289.49		CC	(6) Projectors
P0134735	GST	\$ 4,839.20		CC	Computer Components
P0134736	Sasco Electric	\$ 600.00		CC	Data Line Installation
P0134740	Rodriguez Engineering Inc	\$ 3,150.00		FC	Engineering Services for Mill Installation
P0134742	Barney's Blends Inc	\$ 870.64		FC	Athletic Supplies
P0134743	Home Depot	\$ 653.91		NOCE	Kitchen Appliance
P0134744	BSN Sports LLC	\$ 4,376.92		FC	Athletic Uniforms
P0134745	CSI Fullmer	\$ 3,106.50		CC	Furniture for the Vice President Office
P0134746	Ortiz Tractor Service	\$ 47,868.00	Capital Outlay	AC	Trench Drain Repair/Replace @ FC
P0134747	Demco Inc	\$ 3,169.24		FC	Library Book Displays
P0134748	Academic Credentials Evaluation Institute Inc	\$ 8,500.00		FC	Curriculum Review Fee for International Students
P0134749	Conscious Campus LLC	\$ 3,000.00		CC	Independent Contractor for Speaking Engagement
P0134751	1st California Notary Services	\$ 1,454.63		NOCE	Textbooks
P0134752	Artel Inc	\$ 571.08		FC	Lab Supplies
P0134753	Instructure Inc	\$ 4,076.00		NOCE	Software Support
P0134754	Bremer's Plumbing & Boiler Services Inc	\$ 4,680.00		AC	Plumbing Services and Repairs
P0134755	Huntington T Block Ins Agcy Inc	\$ 850.00		CC	Insurance Premium Renewal
P0134756	Buddy's All Stars, Inc.	\$ 3,322.04		FC	Athletic Uniforms
P0134757	JM & J Contractors	\$ 7,900.00		NOCE	Wall Installation Project
P0134758	Maintenance Solutions Inc	\$ 697.83		CC	Facilities Supplies
P0134760	CSI Fullmer	\$ 471.55		FC	Chairs for Student Affairs
P0134761	Pacwest Security Services	\$ 855.00		AC	Campus Security Services
P0134763	Enco Systems, Inc.	\$ 1,752.98		FC	License Renewal
P0134764	Community College League of California	\$ 46,760.00		AC	Institutional Membership - B/A: 6/11/19
P0134765	Knorr Systems Inc	\$ 1,017.72		FC	Emergency Plumbing Services
P0134766	Marx Bros Fire Extinguisher Co Inc	\$ 520.00		FC	Fire Pump Testing Services
P0134767	Riddell	\$ 278.84		FC	Athletic Supplies
P0134769	Varidesk LLC	\$ 3,248.66		FC	Monitor Stands for Admissions and Records Office
P0134770	Gale Supply Co	\$ 27,838.94		FC	Hygiene Products Vending Machines and Dispensers
P0134771	Office Solutions	\$ 500.00		NOCE	Blanket Order for Office Supplies
P0134772	Office Solutions	\$ 3,000.00		FC	Blanket Order for Office Supplies
P0134773	Community College League of California	\$ 180.00		AC	Institutional Membership
P0134774	Art Supply Warehouse	\$ 500.00		CC	Blanket Order for Instructional Supplies
P0134775	Aardvark Clay & Supplies Inc	\$ 4,000.00		CC	Blanket Order for Instructional Supplies
P0134776	Henry Schein Inc	\$ 501.79		CC	Lab Supplies
P0134777	Rio Grande	\$ 700.00		CC	Blanket Order for Instructional Supplies
P0134778	Industrial Metal Supply Co	\$ 300.00		CC	Blanket Order for Instructional Supplies
P0134779	Dept of Toxic Substances Control	\$ 877.50		AC	EPA Compliance Fees
P0134781	Amazon Business	\$ 74.88		FC	Instructional Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0134782	2nd Gear LLC	\$ 125,340.19		CC	(235) Computers using CMAS Piggyback Contract
P0134783	Amazon Business	\$ 77.56		FC	Instructional Supplies
P0134785	CDW Government Inc	\$ 486.85		FC	Computer Monitor
P0134786	Amazon Business	\$ 398.14		FC	Instructional Supplies
P0134787	Boys & Girls Club of Cypress	\$ 6,500.00		CC	Child Care Services
P0134788	KYA Services LLC	\$ 50,572.60		CC	Carpeting Materials and Installation Supplies
P0134789	Varidesk LLC	\$ 598.02		FC	Monitor Stand for the CARE Department
P0134790	PhotoShelter Inc	\$ 9,499.00		AC	Software Subscription
P0134791	Meyers Fozi & Dwork, LLP	\$ 99.30		AC	Defense Cost
P0134792	Jaywill Software Development Inc	\$ 269.38		NOCE	Office Supplies
P0134793	CXtec	\$ 489.31		AC	Facilities Supplies
P0134794	Toshiba Business Solutions	\$ 420.23		NOCE	Maintenance Agreement for Copier
P0134795	Alonti Cafe & Catering	\$ 1,157.03		NOCE	Catering for Training Day
P0134796	BSN Sports LLC	\$ 3,515.90		FC	Athletic Supplies
P0134797	California Community College Student Affairs Assoc	\$ 100.00		FC	Institutional Membership
P0134798	Ricoh USA	\$ 399.97		FC	Printer Moving Fee for Printing Technology
P0134799	Amazon Business	\$ 128.59		FC	Office Supplies
P0134800	Printed Stitches	\$ 299.84		CC	Promotional Materials
P0134803	Ixplore Universities LLC	\$ 8,500.00		CC	Digital Brochures for International Student Program
P0134804	Cal Pro Specialties	\$ 665.90		AC	Leadership Academy Notebooks
P0134805	Hardy Diagnostics	\$ 1,058.21		CC	Lab Supplies
P0134807	CDW Government Inc	\$ 47,567.02		AC	(52) Computers with Accessories
P0134808	Smart & Final	\$ 21.00		NOCE	Instructional Supplies
P0134809	Lyon Supply Co	\$ 650.00		CC	Blanket Order for Instructional Supplies
P0134810	Tri-Star Gases LLC	\$ 5,000.00		FC	Blanket Order for Instructional Supplies
P0134811	CDW Government Inc	\$ 2,254.52		AC	Computer
P0134812	Smart & Final	\$ 264.87		FC	Lab Supplies
P0134813	Vital Link Orange County	\$ 6,500.00		NOCE	Consultant Services for Career Pathways Day
P0134814	National Council for Marketing and Public Relations	\$ 725.00		NOCE	Institutional Membership
P0134815	Apple Computer Inc	\$ 812.35		FC	Computer Tablet
P0134816	GST	\$ 2,955.69		CC	Computers
P0134817	County of Orange	\$ 2,099.00		FC	Hazardous Waste Removal Fees
P0134818	S/P 2	\$ 299.00		CC	Internet Based Safety Training and Testing
P0134819	iT1 Source LLC	\$ 285.54		NOCE	Office Supplies
P0134820	SynED	\$ 74,000.00		CC	Consultant Services for Dual Enrollment Dept.
P0134821	American Board of Funeral Service Education	\$ 9,500.00		CC	Mortuary Science Accreditation Site Visit
P0134822	Aardvark Clay & Supplies Inc	\$ 1,200.00		NOCE	Blanket Order for Ceramic Supplies
P0134823	Harbor Freight Tools	\$ 400.00		CC	Blanket Order for Instructional Supplies
P0134824	Verizon Wireless LA	\$ 7,700.00		CC	Blanket Order for Monthly Cell Phone Charges
P0134825	Amazon Business	\$ 246.08		NOCE	Lab Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0134826	Amazon Business	\$ 79.35		NOCE	Instructional Supplies
P0134827	King Van & Storage Inc	\$ 55.00		NOCE	Parenting Supplies Storage
P0134828	Amazon Business	\$ 88.22		AC	Textbooks
P0134829	RPW Services Inc	\$ 420.00		FC	Pest Control Services
P0134830	Amazon Business	\$ 1,266.40		FC	Office Supplies
P0134831	Precision Refrigeration Services Inc	\$ 1,050.00		FC	Ice Machine Installation
P0134832	Verizon Wireless LA	\$ 840.00		NOCE	Blanket Order for Cell Services
P0134833	Verizon Wireless LA	\$ 16.70		NOCE	Office Supplies
P0134834	Airgas-West Inc	\$ 4,566.75		AC	Ventilation System
P0134835	Verizon Wireless LA	\$ 3,130.00		NOCE	Blanket Order for Cellular Wireless Service
P0134837	Federal Express	\$ 300.00		NOCE	Blanket Order for Special Shipping Services
P0134838	Amazon Business	\$ 940.71		FC	Instructional Supplies
P0134839	Cal Pro Specialties	\$ 1,229.48		FC	Promotional Items
P0134840	Henry Schein Inc	\$ 4,014.34		CC	Lab Supplies
P0134841	Alonti Cafe & Catering	\$ 105.78		NOCE	Catering Regional Consortium Workshop
P0134842	Love and Logic Institute Inc	\$ 2,500.00		NOCE	Guest Speaker Fee for Adult Education Block Grant
P0134843	Toshiba Business Solutions	\$ 11,247.43		AC	Copier
P0134844	Magnolia Environmental LLC	\$ 1,908.00	Bond	AC	Monitoring/Oversight of Abatement @ CC
P0134845	Marx Bros Fire Extinguisher Co Inc	\$ 1,200.00		CC	Maintenance Agreement for Kitchen Systems Test
P0134846	ServiceFirst	\$ 5,000.00		CC	Annual Service and Inspection for Kitchen Refrigerator
P0134847	Toshiba Business Solutions	\$ 3,082.91		CC	Lease Copier Payments
P0134848	Leonard Chaidez Tree Service	\$ 2,200.00	Capital Outlay	CC	Tree Trimming Service @ CC
P0134849	Musician's Friend	\$ 398.68		CC	Instructional Supplies
P0134850	Hobart	\$ 1,000.00		CC	Blanket Order for Kitchen Equipment Repairs
P0134851	Diamond Sharp Cutlery, Inc	\$ 700.00		CC	Blanket Order for Kitchen Equipment Repairs
P0134852	O'Reilly Automotive Inc	\$ 500.00		CC	Blanket Order for Automotive Supplies
P0134853	AutoNation SSC	\$ 1,000.00		CC	Blanket Order for Automotive Supplies
P0134854	Tops Auto Supply	\$ 600.00		CC	Blanket Order for Automotive Supplies
P0134855	Hillco Fastener Warehouse	\$ 800.00		CC	Blanket Order for Automotive Supplies
P0134856	Smart & Final	\$ 2,500.00		FC	Blanket Order for Lab Supplies
P0134857	DS Waters of America Inc	\$ 200.00		CC	Blanket Order for Lab Supplies
P0134858	Samy's Camera Inc	\$ 500.00		CC	Blanket Order for Camera Repairs
P0134859	Geil Industries	\$ 1,000.00		CC	Blanket Order for Kiln Repairs
P0134860	Aardvark Clay & Supplies Inc	\$ 500.00		CC	Blanket Order for Potter Wheel Repairs
P0134890	CDW Government Inc	\$ 309.35		FC	Printer
P0134891	Apple Computer Inc	\$ 2,591.11		CC	Computer Tablets
P0134892	GST	\$ 460.24		FC	Computer Monitor
P0134893	CDW Government Inc	\$ 2,320.45		FC	Computer Components
P0134894	Sprout Social Inc	\$ 5,864.64		CC	Software License Renewal
P0134895	Howard Technology Solutions	\$ 112.06		FC	Server Component

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0134896	Vital Inspection Services Inc	\$ 3,352.00		FC	Inspection Services for Exercise Installation
P0134898	SARS Software Products Inc	\$ 900.00		NOCE	Software License
P0134899	Stater Bros Markets - A CA Corp	\$ 124.51		FC	Lab Supplies
P0134900	Amazon Business	\$ 1,350.35		CC	Computer Supplies
P0134901	Ronen Habib	\$ 6,500.00		NOCE	Guest Speaker for Campus Opening Day Event
P0134902	Gear Connection Inc	\$ 1,279.22		CC	Audio Equipment Rental for Commencement
P0134903	CollegeSource Inc	\$ 7,346.00		FC	Software License
P0134904	OCLC Inc	\$ 10,235.00		FC	Subscription Renewal
P0134905	Knight Sound & Lighting Inc	\$ 2,296.18		FC	Lighting System
P0134906	Katherine Chidester	\$ 100.00		FC	Guest Speaker for Theatre Arts
P0134907	4C/SD	\$ 175.00		FC	Institutional Membership
P0134908	Nancy Prim	\$ 73.89		FC	Reimbursement for Student Fees
P0134910	RefPay.com	\$ 19,381.00		FC	Sports Officials Fees
P0134915	JT Print It	\$ 228.11		FC	Promotional Materials
P0134919	California Colleges for International Education	\$ 450.00		FC	Institutional Membership
P0134921	Amazon Business	\$ 129.28		CC	Instructional Supplies
P0134924	Melanie Nabahani	\$ 357.00		AC	50% Sabbatical Reimbursement
P0134925	Callista Lee	\$ 373.50		AC	50% Sabbatical Reimbursement
P0134928	SARS Software Products Inc	\$ 2,000.00		NOCE	Support License Renewal
P0134929	National Behavioral Intervention Team Association	\$ 4,229.00		CC	Institutional Membership
P0134930	Interact Communications Inc	\$ 9,945.00		FC	Website Support Services
P0134931	Reelworld Productions Inc	\$ 1,035.00		FC	Software License
P0134932	Toshiba Business Solutions	\$ 126.08		FC	Maintenance Agreement for Copier
P0134933	Scantron Corporation	\$ 1,690.00		NOCE	Maintenance Agreement for Scantron Machines
P0134934	Scantron Corporation	\$ 770.00		NOCE	Maintenance Agreement for Scantron Machine
P0134935	Scantron Corporation	\$ 1,540.00		NOCE	Maintenance Agreement for Scantron Machine
P0134936	Southern California Fitness Service	\$ 4,096.00		FC	Maintenance Agreement for Strengthlab Equipment
P0134937	Quality Copying, Inc	\$ 2,800.00		FC	Maintenance Agreement for Copier
P0134938	Baker Commodities Inc	\$ 940.00		CC	Maintenance Agreement for Kitchen Equipment
P0134939	VWR Funding Inc	\$ 5,505.59		FC	Lab Supplies
P0134940	Office Solutions	\$ 2,000.00		CC	Blanket Order for Office Supplies
P0134941	Cal Pro Specialties	\$ 9,994.76		NOCE	Promotional Materials
P0134943	Eyepax IT Consulting LLC	\$ 3,120.00		CC	Web Client Service Fees
P0134944	Office Solutions	\$ 3,000.00		FC	Blanket Order for Office Supplies
P0134945	Apex Audio Inc	\$ 28,202.90		FC	Audio Supplies for the Campus Theatre
P0134946	Sodexo Inc and Affiliates	\$ 507.67		AC	Catering for Leadership Academy
P0134947	Joint Commission Resources	\$ 3,350.00		CC	Software License
P0134958	Sasco Electric	\$ 700.38		CC	Data Line Relocation Services
P0134959	EMS Software LLC	\$ 27,500.00		AC	Software Maintenance Services
P0134964	USAT Corporation	\$ 759.65		CC	Cellular Supplies for Campus Safety

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0134965	Jostens	\$ 29.01		FC	Graduation Supplies
P0134966	CSI Fullmer	\$ 14,701.36		CC	Chairs for Library Conference Rooms
P0134967	Toshiba Business Solutions	\$ 420.23		NOCE	Maintenance Agreement for Copier
P0134968	Toshiba Business Solutions	\$ 465.91		CC	Maintenance Agreement for Copier
P0134969	GI Energy	\$ 11,000.00	Capital Outlay	AC	Blanket Order for Ventilation Repairs @ AC
P0134970	Magnolia Environmental LLC	\$ 4,449.00	Bond	AC	Environmental Evaluation SEM Project @ CC
P0134971	Magnolia Environmental LLC	\$ 675.00	Bond	AC	Mold Assessment SEM Project @ CC
P0134972	eWaste Disposal Inc	\$ 2,100.00	Bond	AC	Asbestos Disposal Services @ CC
P0134973	Castlerock Environmental Inc	\$ 2,230.00	Bond	AC	Building 8 SAC Building Mold Remediation @ CC
P0134974	ACCO Engineered Systems	\$ 15,804.00	Capital Outlay	AC	Underground Chilled Water Piping Repairs @ FC
P0134975	Fisher Scientific Co LLC	\$ 1,290.59		FC	Lab Supplies
P0134976	Office Solutions	\$ 3,000.00		FC	Blanket Order for Office Supplies
P0134977	Office Solutions	\$ 1,600.00		CC	Blanket Order for Paper Supplies
P0134978	Office Solutions	\$ 1,200.00		CC	Blanket Order for Office Supplies
P0134979	Buena Park Lovely Preschool	\$ 5,315.56		CC	Child Care Expenses for CalWORKs Student
P0134980	Office Solutions	\$ 2,000.00		CC	Blanket Order for Office Supplies
P0134981	Office Solutions	\$ 2,500.00		FC	Blanket Order for Office Supplies
P0134982	Office Solutions	\$ 600.00		FC	Blanket Order for Office Supplies
P0134983	Office Solutions	\$ 1,500.00		FC	Blanket Order for Office Supplies
P0134984	Scantron Corporation	\$ 361.24		FC	Instructional Supplies
P0134985	Smart & Final	\$ 3,000.00		FC	Blanket Order for Lab Supplies
P0134986	Smart & Final	\$ 3,000.00		FC	Blanket Order for Lab Supplies
P0134987	Verizon Wireless LA	\$ 220.00		CC	Blanket Order for Monthly Cell Phone Charges
P0134988	City of Fullerton	\$ 38.40		FC	Fire Service Fee
P0134989	Lakeshore Learning Materials	\$ 1,072.43		NOCE	Instructional Supplies
P0134990	4imprint Inc	\$ 1,291.33		CC	Promotional Materials
P0134991	Concord Equipment Company	\$ 5,688.88	Capital Outlay	CC	Ice Machine @ AC
P0134992	County of Orange	\$ 425.00		CC	Hazardous Materials Disposal Fees
P0134993	GST	\$ 849.70		FC	Computer
P0134994	Vivantio Inc	\$ 4,651.00		FC	Software License
P0134995	GST	\$ 1,804.60		FC	Computer Component
P0134996	Digital Networks Group Inc	\$ 1,533.52		AC	Cabling Installation Project
P0134997	Strata Information Group	\$ 38,880.00		CC	Banner Financial Aid Support Services B/A: 06/23/19
P0134998	Postmaster - Cypress	\$ 1,310.00		CC	Annual P.O. Box Fees for Cypress College
P0134999	iT1 Source LLC	\$ 2,356.02		NOCE	Projector
P0135000	Bloomerang LLC	\$ 4,776.00		AC	Software License
P0135001	Michael Russell	\$ 25.00		FC	Guest Performer for Pep Band Performance
P0135002	Michael Nguyen	\$ 50.00		FC	Guest Performer for Pep Band Performance
P0135003	John Wiley & Sons Inc	\$ 168.00		FC	Subscription Renewal
P0135004	Washington State Board for Community	\$ 3,968.00		NOCE	Instructor Training

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0135005	The Myers-Briggs Company	\$ 39,999.15		CC	Online Assessment Codes for Career Planning
P0135006	Journalism Assoc of Community Colleges	\$ 700.00		FC	Institutional Membership
P0135007	Interact Communications Inc	\$ 5,500.00		CC	1718-16-CTE Brand, Online Opt & Promo Consultant B/A:3/27/18
P0135008	Orange County Fire Protection	\$ 15,000.00		FC	Blanket Order for Fire System Repairs
P0135009	Displays2Go	\$ 1,692.10		FC	Wall Backboard for the Engineering Department
P0135010	Amazon Business	\$ 968.78		CC	Promotional Materials
P0135011	Amazon Business	\$ 104.41		AC	Instructional Supplies
P0135012	Michelle Loy	\$ 312.48		FC	Reimbursement for Brochure Printing
P0135013	Amazon Business	\$ 185.49		FC	Instructional Supplies
P0135014	Buddy's All Stars, Inc.	\$ 934.94		FC	Promotional Materials
P0135015	Metadot	\$ 950.40		NOCE	Software License
P0135016	Buddy's All Stars, Inc.	\$ 6,163.77		FC	Athletic Uniforms
P0135017	Par Code Symbology Inc	\$ 1,329.00		AC	Fixed Asset Tags
P0135018	iT1 Source LLC	\$ 3,309.83		NOCE	Computer
P0135019	Sidepath Inc	\$ 152,710.16		CC	Computer Storage Server using NASPO Piggyback Contract
P0135020	Varidesk LLC	\$ 538.22		FC	Desk Stand for the CARE Department
P0135021	iT1 Source LLC	\$ 4,328.33		NOCE	Computers
P0135022	BSN Sports LLC	\$ 6,054.29		FC	Athletic Uniforms
P0135023	GST	\$ 10,555.82		FC	(10) Computers
P0135024	Adorama	\$ 2,937.27		FC	Video Panel for the Theatre Department
P0135025	Apple Computer Inc	\$ 2,510.60		FC	Computer
P0135026	Montgomery Hardware	\$ 3,062.67		FC	Facilities Supplies
P0135027	Chef Marla McGee Inc.	\$ 699.68		CC	Catering for Welcome Back Event
P0135028	Midtronics Inc	\$ 450.00		FC	Blanket Order for Automotive Supplies
P0135029	Refrigeration Supplies Distributor	\$ 2,000.00		CC	Blanket Order for Instructional Supplies
P0135030	ServiceFirst	\$ 5,000.00		CC	Blanket Order for Refrigerator Repairs
P0135031	Commercial Foodservice Repair Inc	\$ 1,000.00		CC	Blanket Order for Kitchen Equipment Repairs
P0135032	Hobart	\$ 1,000.00		CC	Blanket Order for Kitchen Appliances Repairs
P0135035	AAA Electric Motor Sales & Service Inc	\$ 694.99		FC	Facilities Supplies
P0135036	AAA Electric Motor Sales & Service Inc	\$ 910.49		FC	Facilities Supplies
P0135037	NMK Corporation	\$ 5,072.88		FC	Server Components
P0135038	Plumbing & Industrial Supply	\$ 1,674.86		FC	Facilities Supplies
P0135039	Sodexo Inc and Affiliates	\$ 193.73		AC	Catering for Districtwide IT Assessment
P0135040	King Van & Storage Inc	\$ 4,847.80		FC	Moving Services
P0135041	Sodexo Inc and Affiliates	\$ 288.55		FC	Catering for Academic Orientations
P0135042	Ashley Berry	\$ 160.15		CC	Reimbursement for Catering for Student Event
P0135043	Ashley Berry	\$ 128.71		CC	Reimbursement for Catering for Guardian Scholars Event
P0135044	XO Water LLC	\$ 129.25		FC	Water Cooler Filters for Staff Break Room
P0135046	eWaste Disposal Inc	\$ 2,019.00	Bond	AC	Asbestos Disposal Services @ CC
P0135047	ProMed Solutions Inc	\$ 5,000.00		CC	Blanket Order for Repairs of Radiology Equipment

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0135048	Ollivier Corporation	\$ 8,517.37		NOCE	Door Controls Setup
P0135049	Sodexo Inc and Affiliates	\$ 300.12		FC	Catering for Math & Division Meeting
P0135050	Southern California Fitness Service	\$ 199.00		FC	Fitness Equipment Repairs
P0135051	Renegade Brands USA, Inc.	\$ 2,685.46		FC	Laundry Supplies for the Physical Education Department
P0135052	TruWest Inc	\$ 1,202.49		FC	Athletic Uniforms
P0135053	Sodexo Inc and Affiliates	\$ 159.38		FC	Catering for Hornets Tutoring New Leadership
P0135054	Sodexo Inc and Affiliates	\$ 1,131.03		FC	Catering for Hornets Tutoring Fall 2019 Training
P0135055	Press Association	\$ 5,372.01		FC	Radio Station Service Fees
P0135056	Plumbing & Industrial Supply	\$ 1,494.42		FC	Gas Regulator for Facilities Dept.
P0135057	Office Solutions	\$ 336.72		FC	Instructional Supplies
P0135058	Buddy's All Stars, Inc.	\$ 1,185.42		FC	Athletic Uniforms
P0135059	Sodexo Inc and Affiliates	\$ 344.55		FC	Catering for Student Services Managers Summit
P0135060	Huntington T Block Ins Agcy Inc	\$ 4,360.00		FC	Insurance Policy Renewal for Art Gallery
P0135061	Pilar Ellis	\$ 112.00		FC	Field Trip Reimbursement for Catering
P0135062	CSI Fullmer	\$ 674.15		FC	Office Chairs for the Office of Grants
P0135063	Anaheim Restaurant Supplies	\$ 2,303.93		NOCE	Freezer
P0135064	Kohburg Inc	\$ 2,524.73		FC	Lab Supplies
P0135065	CSI Fullmer	\$ 2,523.18		CC	Office Chairs for the Career Planning Center
P0135066	C & A Safety Consultants	\$ 800.00		NOCE	CPR & First Aid Training
P0135067	Electric Car Sales and Service Inc	\$ 243.95		CC	Windshield for Campus Safety Electric Cart
P0135069	LEANwRIGHT Inc	\$ 4,500.00		AC	Kaisan Workshop on Hiring Processes
P0135070	Eyepax IT Consulting LLC	\$ 21,000.00		CC	Annual Software Hosting Fees for Public Safety
P0135071	Full Compass Systems Ltd	\$ 16,477.35		FC	Theatre Equipment for Moving Scenery
P0135072	Trinity Sound Company	\$ 539.83		CC	Software Programming Services
P0135073	Amazon Business	\$ 63.01		NOCE	Office Supplies
P0135074	Amazon Business	\$ 546.29		FC	Office Supplies
P0135075	Amazon Business	\$ 243.52		CC	Office Supplies
P0135076	Amazon Business	\$ 10,111.18		FC	Theater Equipment
P0135077	Eyepax IT Consulting LLC	\$ 3,120.00		CC	Web Client Service Fees for Campus Safety
P0135078	Office Solutions	\$ 600.00		CC	Blanket Order for Office Supplies
P0135079	Conscious Campus LLC	\$ 8,000.00		CC	Independent Contractor for Speaking Services
P0135080	Sodexo Inc and Affiliates	\$ 2,152.85		FC	Catering for Student Services Convocation Lunch
P0135081	IBM	\$ 20,037.04		CC	Software License Renewal
P0135082	Firefly Athletics	\$ 750.00		FC	Football Field Testing Services
P0135083	National Council for Marketing and Public Relations	\$ 550.00		FC	Institutional Membership
P0135084	iT1 Source LLC	\$ 3,255.40		NOCE	Computer
P0135085	YBH Restaurants Inc	\$ 872.24		CC	Catering for Student Development Meeting
P0135086	iT1 Source LLC	\$ 1,449.94		NOCE	Computer
P0135087	Skyline Displays of Orange County	\$ 647.63		FC	Promotional Materials
P0135088	Crystal Factory	\$ 522.25		NOCE	Awards

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0135089	Orange County Air Conditioning	\$ 1,840.00		FC	Water Heater Repair
P0135090	The Fullerton Collaborative	\$ 1,000.00		FC	Institutional Membership
P0135091	B & M Lawn & Garden Center	\$ 494.56		FC	Lawn Mower
P0135093	Sodexo Inc and Affiliates	\$ 741.68		FC	Catering for Dual Enrollment Training
P0135095	Ellucian Company LP	\$ 1,750.00		AC	Talent Management Suite Online Cloud
P0135096	Ellucian Company LP	\$ 17,500.00		AC	Learning Cloud
P0135110	Pasco Scientific	\$ 429.95		FC	Lab Supplies
P0135111	GST	\$ 11,733.83		CC	(4) Computer Display Unit
P0135112	MVP Promotions	\$ 1,500.00		CC	Blanket Order for Promotional Items
P0135113	Sidepath Inc	\$ 2,086.67		CC	(8) Computer Monitor with Warranty
P0135114	CTK Instruments LLC	\$ 2,000.00		CC	Blanket Order for Biology Equipment Repairs
P0135115	I-CAR	\$ 1,100.00		CC	Software License Renewal
P0135116	Getinge USA Sales LLC	\$ 2,500.00		CC	Blanket Order for Lab Supplies
P0135117	Gow-Mac Instrument Company	\$ 500.00		CC	Blanket Order for Science Equipment Repairs
P0135118	Tom Black Service Center	\$ 2,000.00		CC	Blanket Order for Biology Equipment Repairs
P0135119	Community Products LLC	\$ 4,646.20		FC	Classroom Furniture
P0135120	Sodexo Inc and Affiliates	\$ 780.08		FC	Catering for Classified Appreciation Dinner
P0135122	Sodexo Inc and Affiliates	\$ 390.46		FC	Catering for Biotech Training Workshops
P0135123	Pearson VUE	\$ 9,288.66		NOCE	Assessment Materials
P0135124	Hunter Parts & Service	\$ 1,370.18		CC	Aligner System Relocation and Parts Fee
P0135125	ActivityConnection.com	\$ 159.95		NOCE	Subscription Renewal
P0135126	Amazon Business	\$ 772.12		NOCE	Textbooks
P0135127	Amazon Business	\$ 320.02		NOCE	Textbooks
P0135128	Amazon Business	\$ 193.31		FC	Instructional Supplies
P0135129	American Education Research Corp	\$ 2,825.00		NOCE	Foreign Transcript Evaluator
P0135130	American Education Research Corp	\$ 20,000.00		NOCE	Consultant Services for Record Evaluations
P0135131	Stater Bros Markets - A CA Corp	\$ 50.00		CC	Blanket Order for Lab Supplies
P0135132	King Van & Storage Inc	\$ 110.00		NOCE	Storage Rental Fee for Parenting Supplies
P0135133	Sigma-Aldrich Inc	\$ 135.17		CC	Lab Supplies
P0135135	GST	\$ 311.56		CC	Printer
P0135137	Airdraulics	\$ 38,767.08		CC	Alignment Rack for the Automotive Department
P0135138	Emma Inc	\$ 10,440.00		CC	Subscription Services Renewal
P0135155	South Bay Document Destruction	\$ 1,000.00		NOCE	Blanket Order for Shredding Services
P0135157	Boston Market Corporation	\$ 407.83		AC	Catering for Leadership Academy
P0135158	VWR Funding Inc	\$ 139.30		CC	Lab Supplies
P0135159	JT Print It	\$ 124.37		FC	Promotional Materials
P0135167	MSC Industrial Supply Co Inc	\$ 631.04		CC	Lab Supplies
P0135168	Salvaged Soul Designs	\$ 250.11		CC	Lab Supplies
P0135169	Precision Refrigeration Services Inc	\$ 2,000.00		FC	Installation of Ice Machine Filtration Device
P0135170	Digi-Key Corporation	\$ 406.92		CC	Lab Supplies

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0135171	Computerland of Silicon Valley	\$ 81.00		AC	Software License
P0135172	Ryan Press	\$ 5,077.29		AC	Publication Services
P0135173	Gatehouse MSI LLC	\$ 85,984.50	Bond	AC	High Density Storage System for Photography Dept. @ FC
P0135174	Toshiba Business Solutions	\$ 94.55		FC	Maintenance Agreement for Copier
P0135175	CASE Systems Inc	\$ 2,200.00		CC	Maintenance Agreement for Call Boxes
P0135176	Toshiba Business Solutions	\$ 79.20		FC	Maintenance Agreement for Copier
P0135177	Toshiba Business Solutions	\$ 1,050.57		NOCE	Maintenance Agreement for Copier
P0135178	Sodexo Inc and Affiliates	\$ 326.77		FC	Catering for Planning Retreat
P0135179	Sodexo Inc and Affiliates	\$ 180.02		FC	Catering for Ambassador Training
P0135181	The Sobel Group Inc	\$ 4,500.00		NOCE	School Campus Safety Plan Addendum
P0135184	Interact Communications Inc	\$ 234,930.00		CC	Media Marketing Consulting Services - B/A: 07/23/19
P0135185	Interact Communications Inc	\$ 138,050.00		CC	Marketing consulting Services for Carreer Education B/A: 7/23/19
P0135186	MyTy Inc	\$ 504.00		CC	Catering for Title IX Training Event
P0135187	VWR Funding Inc	\$ 220.28		CC	Lab Supplies
P0135188	Fastenal Company	\$ 18.25		CC	Lab Supplies
P0135189	Toshiba Business Solutions	\$ 1,050.57		NOCE	Maintenance Agreement for Copier
P0135190	Toshiba Business Solutions	\$ 1,050.57		NOCE	Maintenance Agreement for Copier
P0135191	Division of the State Architect	\$ 6,847.50	Capital Outlay	AC	DSA Review Replacement of Heating Hot Water Supply @ FC
P0135206	Computerland of Silicon Valley	\$ 70,640.00		FC	Microsoft Campus License Renewal
P0135208	JM & J Contractors	\$ 1,100.00		FC	Canopy Installation Services
P0135209	Signature Flooring Inc	\$ 390.00		FC	Carpet Repair Services
P0135210	VWR Funding Inc	\$ 177.79		FC	Lab Supplies
P0135211	Computer Protection Technology, Inc.	\$ 480.00		FC	Emergency Electrical Repairs
P0135212	JM & J Contractors	\$ 3,350.00		FC	Building Ladder Enclosure
P0135213	Toshiba Business Solutions	\$ 3,109.68		FC	Maintenance Agreement for Copier
P0135214	Toshiba Business Solutions	\$ 294.16		NOCE	Maintenance Agreement for Copier
P0135215	Toshiba Business Solutions	\$ 840.45		CC	Maintenance Agreement for Copier
P0135216	Grafix Shoppe	\$ 3,000.00		CC	Graphic Designs for Campus Safety Vehicles
P0135217	Rosario Aquino	\$ 3,483.30		CC	Childcare Expenses for CalWORKs Student
P0135218	Home Depot	\$ 4,800.00		CC	Blanket Order for Facilities Supplies
P0135219	Refrigeration Supplies Distributor	\$ 5,200.00		CC	Blanket Order for Facilities Supplies
P0135220	Cypress S B Car Spa Inc	\$ 4,000.00		CC	Blanket Order for Campus Safety Car Wash
P0135222	US Bank	\$ 1,377.05		CC	Catering for Dean's Retreat 2019
P0135223	Toshiba Business Solutions	\$ 1,959.39		NOCE	Maintenance Agreement for Copier
P0135224	West Coast Prime Meats LLC	\$ 3,000.00		CC	Blanket Order for Lab Supplies
P0135226	Randall Woltz	\$ 1,000.00		CC	Blanket Order for Piano Repairs
P0135227	WeFixPrinters.com	\$ 800.00		CC	Blanket Order for Printer Repairs
P0135228	Schindler Elevator Corporation	\$ 5,500.00		CC	Blanket Order for Elevator Repairs
P0135229	Daikin Applied	\$ 3,300.00		CC	Blanket Order for Water Chiller Repair Services
P0135230	Duke Service Company	\$ 1,000.00		CC	Blanket Order for Kitchen Equipment Repairs

BOARD RECAP
FOR THE PERIOD AUGUST 15, 2019, THROUGH SEPTEMBER 12, 2019
BOARD MEETING 10/8/19

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0135243	David Evans and Associates Inc	\$ 23,550.00	Capital Outlay	AC	Civil Engineering Grading & Drainage 300 & 500 @ FC
P0135245	Orange County Telescope	\$ 423.47		CC	Lab Supplies
P0135246	CPR Hero Inc	\$ 2,400.00		NOCE	Training Services for Pediatric CPR/First Aid Course
P0135249	SRO & Associates	\$ 7,000.00		NOCE	Professional Development Training
P0135260	State of California	\$ 5,900.00		FC	Maintenance Subscription Renewal
P0135262	South Bay Document Destruction	\$ 600.00		NOCE	Blanket Order for Paper Shredding Services
P0135264	Office Solutions	\$ 600.00		FC	Blanket Order for Office Supplies
P0135265	Office Solutions	\$ 500.00		NOCE	Blanket Order for Office Supplies
P0135266	ACEN	\$ 7,425.00		CC	Site Visit for Fall 2019 (Accreditation)
P0135267	Lakeshore Learning Materials	\$ 782.99		NOCE	Instructional Supplies
P0135268	Fisher Scientific Co LLC	\$ 2,530.92		CC	Lab Supplies
P0135269	Spectrum Laboratory Products Inc	\$ 54.11		CC	Lab Supplies
P0135270	American Society of Radiologic Technologies	\$ 1,260.00		CC	Student Memberships
P0135271	Gisela Verduzco	\$ 62.46		CC	Reimbursement for Event Planning Services
P0135272	Sodexo Inc and Affiliates	\$ 1,805.86		FC	Catering for Adjunct Academy Breakfast
P0135273	Alexander Brown	\$ 333.07		FC	Reimbursement for Marketing Materials
P0135274	Trio Ellas	\$ 500.00		CC	Hispanic Heritage Performance
P0135275	Office Solutions	\$ 5,000.00		CC	Blanket Order for Office Supplies
P0140188	Orange County Air Conditioning	\$ 8,465.00	Capital Outlay	AC	A/C Evaporator Motor Replacement at Bldg. 1400 @ FC
		\$ 2,519,033.67			

Approved by: _____
Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action	X
Resolution	X
Information	
Enclosure(s)	X

DATE: October 8, 2019

SUBJECT: Budget Adjustments

BACKGROUND: Revised 2019-2020 fiscal year allocations and amendments have been received for various federal- and state-funded programs. Based on these revised amounts, adjustments are needed to various General Fund and Financial Aid Fund revenue and expenditure budgets that were previously approved by the Board.

The General Fund programs requiring an adjustment are:

- Adult Education & Family Literacy Act Grant (AEFLA)
- Board Financial Assistance Program (BFAP)
- California Work Opportunities and Responsibilities to Kids (CaWORKs)
- Campus Safety & Sexual Assault Prevention
- Child Care Resource Center
- Cooperative Agencies Resources for Education (CARE)
- Education Futures Initiative: Teacher Preparation Pipeline Program Mini-Grant (TPP Program)
- English Literacy and Civics Grant (EL Civics)
- Hispanic Serving Institutions (HSI)-STEM project Regional Alliance in STEM Education (RAISE) Grant
- Job Access/Reverse Commute Grant (JARC Grant)
- Strong Workforce Program (SWP) - Local
- Temporary Assistance for Needy Families (TANF)

The Financial Aid Fund programs requiring an adjustment are:

- Student Success Completion Grant (SSCG)

Revised Allocation Adjustments

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
GENERAL FUND			
AC	SWP - Local	3,472,949	Advance Allocation
CC	BFAP	(104,717)	Advance Allocation
	CaWORKs	5,714	Revised State Allocation
	Campus Safety & Sexual Assault	24,454	Correction to Carryover
	CARE	190	Advance Allocation
	HSI-STEM Project RAISE Grant	20,000	Most Recent Agreement
	TANF	746	Revised State Allocation
	TPP Program	(7,500)	Correction to Carryover
FC	BFAP	(182)	Advance Allocation

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
NOCE	CaWORKs	3,507	Revised State Allocation
	Child Care Resource Center	9,710	Most Recent Contract
	TANF	246	Revised State Allocation from State
	AEFLA	170,268	Most Recent Agreement
	EL CIVICS JARC Grant	(229,652) <u>82,202</u>	Most Recent Agreement Additional Funding
	TOTAL – GENERAL FUND	<u>3,447,935</u>	
	FINANCIAL AID FUND		
CC	SSCG	85,344	Advance Allocation
FC	SSCG	<u>(563,842)</u>	Advance Allocation
	TOTAL – FINANCIAL AID FUND	<u>(478,498)</u>	
	GRAND TOTAL BUDGET ADJUSTMENTS	<u>2,969,437</u>	

This agenda item was submitted by Ivy Hwee, District Manager, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities; and Direction #5: The District will develop and sustain collaborative projects and partnerships with the community’s educational institutions, civic organizations, and businesses.

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 3280, Grants.

FUNDING SOURCE AND FINANCIAL IMPACT: Various programs have received revised 2019-2020 allocations and amendments since the adoption of the District Proposed Budget on September 10, 2019 or subsequent adoption of new agreements by the Board. Budget adjustments are being submitted to revise revenue and expenditure budgets accordingly for the 2019-2020 fiscal year.

RECOMMENDATION: Authorization is requested to make adjustments to General Fund and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2019-2020 allocations. It is further requested that a resolution be adopted to adjust budgets and authorize expenditures within the General Fund and Financial Aid Fund pursuant to the California Code of Regulations Title 5, Section 58308. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Fred Williams

3.b.2

Recommended By

Approved for Submittal

Item No.

**Budget Adjustments (Board Date October 8, 2019)
July 1, 2019 - June 30, 2020**

Note: All expenditure adjustments are being placed in one account for each program. Separate budget transfers will be processed to reallocate the adjustment amount to align with program plans.

<u>Campus</u>	<u>Fund</u>	<u>Account Title</u>	<u>Fund</u>	<u>Orgn</u>	<u>Account</u>	<u>Program</u>	<u>Acty</u>	<u>Locn</u>	<u>Adjustment</u>
General Fund (0101)									
AC	SWP - Local	Other Operating Expenses	17240	1505	50000	6090			\$ 3,472,949.00
AC	SWP - Local	State Revenues	17240	1505	86255	6090			\$ 3,472,949.00
CC	BFAP	Other Operating Expenses	18510	3410	50000	6460			\$ (104,717.00)
CC	BFAP	State Revenues	18510	3410	86278	6460			\$ (104,717.00)
CC	CalWORKs	Noninstructional Supplies, Material	17110	3430	44110	6490	0400	N	\$ 5,714.00
CC	CalWORKs	State Revenues	17110	3430	86250	6490	0400	N	\$ 5,714.00
CC	Campus Safety & Sexual Assault	Other Operating Expenses	17878	2300	50000	6790			\$ 24,454.00
CC	Campus Safety & Sexual Assault	State Revenues	17878	2300	86900	6790			\$ 24,454.00
CC	CARE	Student Financial Aid	17510	3430	75000	6490	0015	N	\$ 190.00
CC	CARE	State Revenues	17510	3430	86276	6490			\$ 190.00
CC	HSI-STEM Project RAISE Grant	Supplies & Materials	16630	3305	40000	6010			\$ 20,000.00
CC	HSI-STEM Project RAISE Grant	Federal Revenues	16630	3305	81900	6010			\$ 20,000.00
CC	TANF	Noninstructional Supplies, Material	15610	3430	44110	6490			\$ 746.00
CC	TANF	Federal Revenues	15610	3430	81400	6490			\$ 746.00
CC	TPP Program	Other Operating Expenses	18324	2732	50000	6010			\$ (7,500.00)
CC	TPP Program	State Revenues	18324	2732	86543	6010			\$ (7,500.00)
FC	BFAP	Other Operating Expenses	18520	6150	50000	6460			\$ (182.00)
FC	BFAP	State Revenues	18520	6150	86278	6460			\$ (182.00)
FC	CalWORKs	Noninstructional Supplies, Material	17120	5975	44110	6470	0400		\$ 3,507.00
FC	CalWORKs	State Revenues	17120	5975	86250	6470			\$ 3,507.00
FC	Child Care Resource Center	Other Operating Expenses	12110	5627	50000	6920			\$ 9,710.00
FC	Child Care Resource Center	Other Contract Services	12110	5627	88320	6920			\$ 9,710.00

**Budget Adjustments (Board Date October 8, 2019)
July 1, 2019 - June 30, 2020**

Note: All expenditure adjustments are being placed in one account for each program. Separate budget transfers will be processed to reallocate the adjustment amount to align with program plans.

FC	TANF	Noninstructional Supplies, Material	15620	5975	44110	6470	0400	\$	246.00
FC	TANF	Federal Revenues	15620	5975	81400	6470		\$	246.00
NOCE	AEFLA	Other Operating Expenses	15700	9060	50000	6190	0810	\$	170,268.00
NOCE	AEFLA	Federal Revenues	15700	9060	81900	6010		\$	170,268.00
NOCE	EL CIVICS	Supplies & Materials	15710	9060	40000	6010	0855	\$	(95,946.00)
NOCE	EL CIVICS	Other Operating Expenses	15710	9060	50000	6010	0855	\$	(133,706.00)
NOCE	EL CIVICS	Federal Revenues	15710	9060	81900	6010		\$	(229,652.00)
NOCE	JARC Grant	Other Operating Expenses	16805	8910	50000	6420		\$	82,202.00
NOCE	JARC Grant	Federal Revenues	16805	8910	81900	6420		\$	82,202.00

Financial Aid Fund (7474)

CC	SSCG	Student Financial Aid	37541	3410	75000	7320		\$	85,344.00
CC	SSCG	State Revenues	37541	3410	86237	7320		\$	85,344.00
FC	SSCG	Student Financial Aid	37542	6150	75000	7320		\$	(563,842.00)
FC	SSCG	State Revenues	37542	6150	86237	7320		\$	(563,842.00)

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the Financial Aid Fund (7474), for fiscal year 2019-2020, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8629	CaWORKs, TTIP, Other	\$ (478,498)
	TOTALS	\$ <u>(478,498)</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
7500	Student Financial Aid	\$ (478,498)
	TOTALS	\$ <u>(478,498)</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
 COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on October 8, 2019, and passed by a _____ vote of said Board.

 Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

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

3.b.6

 Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: October 8, 2019

SUBJECT: Calendar for the 2020-21 Budget

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

BACKGROUND: Pursuant to Board Policy 6200, Budget Preparation, a schedule must be provided to the Board that includes dates for presentation of the tentative budget, required public hearings, Board study sessions, and approval of the final budget. Accordingly, the attached budget calendar highlights significant dates for the 2020-21 budgeting cycle.

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

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6200, Budget Preparation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board review the Calendar for the 2020-21 Budget.

Fred Williams

Recommended by

Approved for Submittal

3.c.1

Item No.

Calendar for FY 2020-21 Budget

January 15, 2020	P-1 Apportionment Attendance Report Due
January 22, 2020	Board review of Governor's January Budget and discussion on Priorities
February 15, 2020	Position Clean up Starts
February 26, 2020*	First Principal Apportionment Report
March 09, 2020	CBF review of Tentative Budget Assumptions and Board Priorities
March 23, 2020	DCC review of Tentative Budget Assumptions and Board Priorities
April 13, 2020	CBF review of Tentative Budget Assumptions and Board Priorities
April 15, 2020	Faculty Position Clean up Starts
April 20, 2020	P-2 Apportionment Attendance Report Due
April 27, 2020	DCC review of Tentative Budget Assumptions and Board Priorities
May 07, 2020	Personnel Change Forms due to Human Resources
May 11, 2020	CBF review of Tentative Budget Assumptions and Board Priorities
May 15, 2020	HR to complete Personnel Changes related to Tentative Budget
May 22, 2020	District Fiscal Affairs to finalize Personnel Budget related to Tentative Budget
May 26, 2020	Report to Board on Governor's May Budget Revisions
June 05, 2020	Budget input for NONPOS phase complete
June 07, 2020	Prepare GASB 54 Agenda item to be taken to the Board (if needed)
June 08, 2020	CBF review of Governor's May Budget Revisions and Proposed Budget Assumptions (if needed)
June 12, 2020	Completion of the Tentative Budget
June 12, 2020	Final changes for Position Control due to HR for Proposed Budget
June 16, 2020*	Second Principal Apportionment Report
June 19, 2020	HR to complete Personnel Changes related to Proposed Budget
June 22, 2020	DCC review of Proposed Budget Assumptions (if needed)
June 23, 2020	Board approval of the Tentative Budget
June 23, 2020	District Fiscal Affairs to finalize Personnel Budget related to Proposed Budget
June 24, 2020	Feed Tentative Budget (TENTAT) to Operating Ledger
July 15, 2020	Annual Apportionment Attendance Report Due
July 31, 2020	Year-end closing completed for District and Campus accounts
August 7, 2020	Carryover balances completed and distributed
Aug. 11 or 25, 2020	Board review of the Proposed Budget Assumptions
August 16, 2020	Budget input for NONPOS phase complete
August 23, 2020	Public Notice published in the Orange County Register
August 24, 2020	Completion of Proposed Budget and close FINAL phase in Banner
Sept. 4-8, 2020	Proposed Budget available for public inspection
September 08, 2020	Public Hearing on the Proposed Budget
September 09, 2020	Feed Proposed Budget (FINADJ) to the Operating Ledger

*Estimated Date

(as of 9/24/19)

3.c.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES		Action _____
			Resolution _____
DATE:	October 8, 2019		Information <u> X </u>
			Enclosure(s) <u> X </u>
SUBJECT:	2018-2019 Travel Expense Report		

BACKGROUND: Every fiscal year the District prepares an annual Travel Expense Report for travel by Trustees, Chancellor’s Staff, and other Employees. This report summarizes all approved travel activities within the District. These activities are considered necessary for the enhancement of student success. In addition to the summary information, details of travel by Trustee and Chancellor’s Staff are provided. The report has been disseminated to all campus CEO’s and is included in the Board Agenda Backup.

For fiscal year 2018-2019, the total travel expenditures were as follows:

Trustees	\$	16,469.49
Chancellor’s Staff		44,012.58
Employees		<u>1,097,731.01</u>
Total Expenditures	\$	<u>1,158,213.08</u>

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

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

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 6360, Travel.

FUNDING SOURCE AND FINANCIAL IMPACT: District travel expenses are funded by the General Fund and by Categorical Funding.

RECOMMENDATION: It is recommended that the Board receive this agenda item for information only regarding the 2018-2019 Travel Expense Report.

Fred Williams

3.d.1

Recommended by

Approved for Submittal

Item No.

North Orange County Community College District
Travel Expenditures - Comparison to prior Year
FY 18/19 versus FY 17/18

Description	Categorical				Unrestricted				Total			
	FY 18/19	FY 17/18	Increase (Decrease)	% Change	FY 18/19	FY 17/18	Increase (Decrease)	% Change	FY 18/19	FY 17/18	Increase (Decrease)	% Change
Trustees	\$ -	\$ -	\$ -	0.00%	\$ 16,469.49	\$ 10,435.76	\$ 6,033.73	57.82%	\$ 16,469.49	\$ 10,435.76	\$ 6,033.73	57.82%
Chancellor's Staff	75.00	339.80	(264.80)	-77.93%	43,937.58	44,145.27	(207.69)	-0.47%	44,012.58	44,485.07	(472.49)	-1.06%
Employees	514,556.11	333,387.24	181,168.87	54.34%	583,174.90	452,577.23	130,597.67	28.86%	1,097,731.01	785,964.47	311,766.54	39.67%
Total Expenditures	\$ 514,631.11	\$ 333,727.04	\$ 180,904.07	54.21%	\$ 643,581.97	\$ 507,158.26	\$ 136,423.71	26.90%	\$ 1,158,213.08	\$ 840,885.30	\$ 317,327.78	37.74%

North Orange County Community College District
Travel Expenditures - Categorical versus Unrestricted Funds
By Employee Classification
July 1 2018 - June 30, 2019

Employee Classification	Categorical	Unrestricted	Grand Total
Trustees			
Member Board of Trustees	\$ -	\$ 12,505.20	\$ 12,505.20
Student 12 Units	-	3,964.29	3,964.29
Total - Trustees	-	16,469.49	16,469.49
Chancellor's Staff			
Chancellor	-	4,653.29	4,653.29
Classified Managers	-	9,147.39	9,147.39
Executive Officer	75.00	30,136.90	30,211.90
Total - Chancellor's Staff	75.00	43,937.58	44,012.58
Employees			
Academic Administrator	77,500.93	63,674.15	141,175.08
Adjunct Faculty	44,615.75	30,724.55	75,340.30
Classified Employee FT	93,002.23	178,288.72	271,290.95
Classified Employee PT	-	1,148.46	1,148.46
Classified Managers	47,239.89	82,024.43	129,264.32
Confidential Employee	217.94	3,927.71	4,145.65
** Contract Faculty 177 Days	56,718.89	60,334.24	117,053.13
** Contract Faculty 195 Days	40,114.31	17,081.71	57,196.02
Hourly Employee	13,607.52	6,513.18	20,120.70
** Regular Faculty 177 Days	66,562.53	87,735.58	154,298.11
** Regular Faculty 195 Days	21,593.93	8,717.53	30,311.46
Student Work Study	350.00	75.00	425.00
Temp Special Project Admin	21,048.72	21,176.91	42,225.63
Temporary Contract Counselors	182.76	101.99	284.75
Various - Leadership Academy	-	21,650.74	21,650.74
Various - Real 114 Conference	1,440.00	-	1,440.00
Various - Student Equity Planning Institute Conference	30,360.71	-	30,360.71
Total - Employees	514,556.11	583,174.90	1,097,731.01
Total Expenditures	\$ 514,631.11	\$ 643,581.97	\$ 1,158,213.08

** "Contract" designates those full-time faculty or counselors that are on the tenure track, while "Regular" indicates that they are tenured. Counselors are identified as "195 Days" and regular full-time faculty are identified as "177 Days".

North Orange County Community College District

Travel Expense Report - Board of Trustees

July 1, 2018 - June 30, 2019

Conference	Organization	Total
Bent, Ryan		
2019 Effective Trusteeship & Board Chair Workshops	Community College League of California	\$ 1,428.23
Bent, Ryan Total		1,428.23
Blount, Stephen		
2018 Annual Convention	Community College League of California	1,467.20
2019 Annual Trustees Conferences	Community College League of California	1,825.33
2019 Administrator of the Year & Friends of Education Banquet	Association of California School Administrators Region 17	57.00
Joint Dinner & Professional Development Workshop	Association of California School Administrators Region 17/ Orange County School Boards Association	45.00
Real #114 Housing & Food Insecurities Conference	Community College League of California	150.00
Blount, Stephen Total		3,544.53
Brown, Jeffrey		
Civil Rights Conference	Atkinson, Andelson, Loya, Ruud & Romo	95.00
2018 Annual Convention	Community College League of California	1,288.68
Brown, Jeffrey Total		1,383.68
Dunsheath, Barbara		
2018 Annual Convention	Community College League of California	1,973.83
2019 Effective Trusteeship & Board Chair Workshops	Community College League of California	1,484.73
Advisory Committee on Education Services Meeting	Community College League of California	469.78
Civil Rights Conference	Atkinson, Andelson, Loya, Ruud & Romo	127.64
2018 Annual Convention	Community College League of California	1,248.80
Dunsheath, Barbara Total		5,304.78
McClanahan, Marianna		
Civil Rights Conference	Atkinson, Andelson, Loya, Ruud & Romo	138.98
2018 Annual Convention	Community College League of California	705.00
McClanahan, Marianna Total		843.98

Item No. 3.d.4

North Orange County Community College District

Travel Expense Report - Board of Trustees

July 1, 2018 - June 30, 2019

Conference	Organization	Total
Castillo, Pascual <i>Student Trustee</i>		
Student Trustee Workshop	Community College League of California	1,156.40
Spring 2019 General Assembly	Student Senate for California Community Colleges	2,099.03
Castillo, Pascual Total		3,255.43
Plavdjian, Ester <i>Student Trustee</i>		
Spring 2019 General Assembly	Student Senate for California Community Colleges	708.86
Plavdjian, Ester Total		708.86
Grand Total - Board of Trustees Travel		\$ 16,469.49

North Orange County Community College District

Travel Expense Report - Chancellor's Staff

July 1, 2018 - June 30, 2019

Conference	Organization	Total
Li-Bugg, Wenying <i>Vice Chancellor, Educational Services & Technology</i>		
2018 Dual Enrollment Summit	California Coalition Dedicated of Early & Middle Colleges	\$ 959.02
Annual Conference 2018	Chief Information Systems Officers Association	449.00
Connecting the Dots: Data-Informed Integrated Planning	Institutional Effectiveness Partnership Initiative	75.00
Ellucian Live 2019 Conference	Ellucian	3,257.20
Fall 2018 Conference	California Community College Chief Instructional Officers	855.92
Institute on Leadership	University of California, Davis Wheelhouse Institute	420.24
Li-Bugg, Wenying Total		6,016.38
Marshall, Cheryl <i>Chancellor</i>		
2018 Annual Convention	Community College League of California	1,122.28
2018 Tastemakers of Orange County Event	Orange County Asian & Pacific Islander Community Alliance	132.34
2019 Annual Legislative Conference	Community College League of California	1,101.24
2019 Chief Executive Officers Symposium	Community College League of California	525.00
Asilomar Leadership Skills Seminar	Community College League of California	449.34
Chief Executive Officers Symposium	Community College League of California	247.96
Legislative Advocacy Trip	NOCCCD	710.27
Partnership Resource Team Workshop	Institutional Effectiveness Partnership Initiative	20.00
Rating Agency Meeting	NOCCCD	269.86
Summer 2018 Budget Workshop	Institutional Effectiveness Partnership Initiative	75.00
Marshall, Cheryl Total		4,653.29
Purtell, Valentina <i>Provost</i>		
2019 Annual Conference	Association of Community and Continuing Education	195.00
2019 Annual Conference: The Journey!	Association of California Community College Administrators	678.71
Advocacy Day in Sacramento	NOCCCD	203.95
Managing College Crisis Communication Workshop	Institutional Effectiveness Partnership Initiative	75.00
Mentor Program Spring Retreat	Association of California Community College Administrators	269.61
Noncredit Advocacy Trip	NOCCCD	454.96
Purtell, Valentina Total		1,877.23

Item No. 3.d.6

North Orange County Community College District

Travel Expense Report - Chancellor's Staff

July 1, 2018 - June 30, 2019

Conference	Organization	Total
Ramos, Irma <i>Vice Chancellor, Human Resources</i>		
2018 Leadership in Higher Education Conference	Magna Publications	2,057.60
2019 Annual Legislative Conference	Community College League of California	750.90
2019 Building Diversity Summit	Institutional Effectiveness Partnership Initiative	624.76
2019 Public Sector Employment Law Conference	Liebert Cassidy Whitmore	1,231.20
2019 Women's Conference	California Women Lead	289.00
Annual National Conference on Race and Ethnicity in American Higher Education	Southwest Center for Human Relations Studies	2,171.23
Advisory Committee on Legislation Meeting	Community College League of California	405.01
Civil Rights Seminar	Atkinson, Andelson, Loya, Ruud & Romo	285.00
Diversity Seminar	Equal Employment Officers	300.00
Diversity Taskforce Workshops	Diversity Taskforce Workshops	1,382.62
Employment Law Seminar	Atkinson, Andelson, Loya, Ruud & Romo	480.00
Ramos, Irma Total		9,977.32
Recinos, Alba <i>Administrative Support Manager</i>		
Executive Assistants Workshop	Community College League of California	1,600.50
Recinos, Alba Total		1,600.50
Schilling, JoAnna <i>President, Cypress College</i>		
2018 Annual Convention	Community College League of California	1,304.96
Chief Executive Officers Symposium	Community College League of California	653.05
Guided Pathways Workshop	Institutional Effectiveness Partnership Initiative	75.00
Institute on Leadership	University of California, Davis Wheelhouse Institute	1,934.19
Spring Leadership Institute - 2019	Community College League of California	686.84
Summer 2018 Budget Workshop	Institutional Effectiveness Partnership Initiative	90.00
Schilling, JoAnna Total		4,744.04

North Orange County Community College District

Travel Expense Report - Chancellor's Staff

July 1, 2018 - June 30, 2019

Conference	Organization	Total
Schulz, Gregory <i>President, Fullerton College</i>		
2018 Annual Convention	Community College League of California	1,243.72
2019 Annual Conference	African American Male Education Network & Development	1,265.00
2019 Annual Convention	California Community College Athletic Association	275.00
Chief Executive Officers Symposium	Community College League of California	1,352.61
Guided Pathways Workshop	Institutional Effectiveness Partnership Initiative	90.00
Legislative Advocacy Trip	NOCCCD	294.39
Schulz, Gregory Total		4,520.72
Stearns Moore, Kai <i>District Director, Public & Governmental Affairs</i>		
2018 District Conference	National Council for Marketing and Public Relations	1,783.51
2018 Higher Education Government Relations Conference	American Association of State Colleges and Universities	1,857.88
2019 Annual Legislative Conference	Community College League of California	1,062.17
Newcomers in Development Conference	Council for Advancement and Support of Education	2,843.33
Stearns Moore, Kai Total		7,546.89
Williams, Fredrick <i>Vice Chancellor, Finance & Facilities</i>		
2019 Spring Conference	Community Colleges Internal Auditors	818.21
Annual Budget Workshop	Association of California Community College Administrators/ Association of Chief Business Officials	104.56
Budget Advocacy Day	NOCCCD	36.17
Fall Conference	Association of Chief Business Officers	1,096.33
Rating Agency Meeting	NOCCCD	262.86
Reimbursement for Accrediting Fiscal Advisory Committee Meeting	Accreditation Commission for Community and Junior Colleges	(286.96)
Risk Management Consortium Conference	Alliance of Schools for Cooperative Insurance Programs	245.98
Spring Conference	Association of Chief Business Officers	563.08
Summer 2018 Budget Workshop	Institutional Effectiveness Partnership Initiative	235.98
Williams, Fredrick Total		3,076.21
Grand Total - Chancellor's Staff Travel		\$ 44,012.58

Item No. 3.d.8

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	October 8, 2019	Information	X
		Enclosure(s)	X
SUBJECT:	Public Self-Insurer's Annual Report for Fiscal Year 2018-19		

BACKGROUND: As the District is self-insured for its Workers' Compensation program, it is a requirement to submit a Public Self-Insurer's Annual Report to the State of California, Department of Industrial Relations, Division of Self-Insurance Plans. This report contains workers' compensation financial information such as the amount incurred (total reserve amount), paid to date, and future liability. According to Labor Code Section 3702.6(b), the Board must be informed of the total liabilities reported in the Public Self-Insurer's Annual Report for Fiscal Year 2018-19. The funding of these liabilities is in compliance with the requirements of the Government Accounting Standards Board Publication 10.

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

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

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 6540, Insurance.

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

RECOMMENDATION: It is recommended that the Board review the Public Self-Insurer's Annual Report for Fiscal Year 2018-19, and acknowledge the Estimated Future Liability of \$1,699,969 as reported to the State.

Fred Williams

Recommended by

Approved for Submittal

3.e.1

Item No.



Public Self Insurers ER Amended Annual Report

For Fiscal Year 2018-19

September 18, 2019
North Orange County Community College District
1830 W Romney Ave
Anaheim, CA 92801 1819

FORM AR-2 (1-2016)

State of California

Employer

General Information:

Certificate Number	7561	Period Of Report	Amended
(Period) From	07/01/2018	(Period) To	06/30/2019

Amendment:

Amendment Reason Salaries/Wages is incorrect

Master Certificate Holder:

Name North Orange County Community College District

Address 1 1830 W Romney Ave

Address 2

FTIN 95-2394131

City Anaheim

State CA **Zip** 92801 1819

State of Incorporation

State of California

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

None

Any additions to the Self Insurance Program?

None

Employment and wages paid in current fiscal year:

Number of Employees 3,713

Total Wages and Salaries Paid \$161,332,057

Addressed Correspondence For Related Self-Insurance Matters:

Company Name	North Orange County Community College District	Title	District Director of Risk Management
Name	Tami Oh	Fax	(714) 808-4744
Phone	(714) 808-4779		
Email Address	toh@nocccd.edu		
Address 1	1830 W. Romneya Drive		
Address 2			
City	Anaheim	State	CA
Web Site		Zip	92801

State of California

TPA Adjusting Locations:

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

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

Record Storage:

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

Insurance Coverage:

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

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

	Insurance Company Name	Policy Number	Policy Issue Date
1)	New York Marine And General Insurance Company	WC2018EPP00066	07/16/2018
	Attachment 18-19 XS WC Policy.pdf		
	Retention Limit \$500,000		

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

State of California

Certification By Authorized Representative:

Company Name North Orange County Community College District

Name Tami Oh

Title District Director of Risk Management

Phone (714) 808-4779

Fax (714) 808-4744

Email Address toh@nocccd.edu

Address 1 1830 W. Romneya Drive

Address 2

City Anaheim

State CA **Zip** 92801

Name of Person Legally Responsible for this Electronic Signature:

Tami Oh (Date/Time of Signature) - 09/18/2019 14:03

State of California

Report Location Number:

Identification of Location

Certificate Holder

7561-01-347 A

HAZELRIGG CLAIMS MANAGEMENT SERVICES at CHINO HILLS

North Orange County Community College District

CASES AND BENEFITS (to the nearest dollar)				From Date-	07/01/2018	To Date-	06/30/2019
Date	#	Incurred Liability		Paid To Date		Future Liability	
		Indemnity	Medical	Indemnity	Medical	Indemnity	Medical
1) Cases open as of 06/30/2019 reported prior to 2014/15	13	\$887,508	\$2,442,742	\$759,020	\$1,231,807	\$128,488	\$1,210,935
2) Open and closed Liabilities							
A) All Cases reported in 2014/15	25	\$85,967	\$45,540	\$85,967	\$45,540	\$0	\$0
2014/15 Cases open	0	\$0	\$0	\$0	\$0	\$0	\$0
B) All Cases reported in 2015/16	33	\$25,891	\$90,168	\$23,731	\$76,113	\$2,160	\$14,055
2015/16 Cases open	1	\$2,160	\$22,267	\$0	\$8,212	\$2,160	\$14,055
C) All Cases reported in 2016/17	23	\$45,649	\$151,515	\$19,897	\$73,230	\$25,752	\$78,285
2016/17 Cases open	3	\$42,064	\$121,378	\$16,312	\$43,093	\$25,752	\$78,285
D) All Cases reported in 2017/18	37	\$84,186	\$296,573	\$82,248	\$124,062	\$1,938	\$172,511
2017/18 Cases open	11	\$48,615	\$263,537	\$46,677	\$91,026	\$1,938	\$172,511
E) All Cases reported in 2018/19	35	\$17,519	\$122,735	\$7,508	\$66,901	\$10,011	\$55,834
2018/19 Cases open	12	\$17,519	\$97,701	\$7,508	\$41,867	\$10,011	\$55,834

	\$ Indemnity	\$ Medical
SUBTOTAL	\$168,349	\$1,531,620
TOTAL		\$1,699,969
	\$ Indemnity	\$ Medical
	\$233,235	\$238,885

3) Estimate Future Liability (Indemnity Plus Medical)

4) Total Benefits Paid During 2018/19 (Including all case expenditures). The indemnity amount includes the amount of LC § 4800/4850 benefits paid for the year (total of Lines 11 and 12)

5) Number of MEDICAL-ONLY Cases Reported in 2018/19

6) Number of INDEMNITY Cases Reported in 2018/19

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

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

9) Number of Fatality Cases Reported In 2018/19

10) (a) Number of FY 2018/19 claims for which the employer or administrator was notified of representation by an attorney or legal representative in 2018/19

10) (a) Number of non-FY 2018/19 claims for which the employer or administrator was notified of representation by an attorney or legal representative in 2018/19

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

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

	23
	12
	35
	32
	0
	2
	2
	\$0
	\$0

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ALL Open Indemnity Claims (by reporting and by year) reported and with claims: NOCCCD Open Indmenity 06302019.pdf

State of California

Dual Jurisdiction Claims

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

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

Instructions To Claims Administrator For Specific Excess Insurance

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

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

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

Calculation Of Specific Excess Coverage Entry For Annual Reports:

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

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Certification

Administrating Agency's Certificate Number 347

Or Self Administered

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

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

Name of Person Legally Responsible for this Electronic Signature:

Dan Madrigal (Date/Time of Signature) - 08/24/2019 07:30

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 8, 2019 Resolution
Information
SUBJECT: DSA Inspector of Record for the New Enclosure(s)
Instructional Building and Central Plant
Expansion at Fullerton College

BACKGROUND: In August 2019, the District issued a Request for Qualifications and Proposals (RFQ/P) to seek a qualified DSA Inspector of Record (IOR) for the new Instructional Building and Central Plant Expansion project at Fullerton College. The RFQ/P was sent to the Board-approved list of pre-qualified DSA inspection companies. The District received three (3) proposals.

The District Project Committee members (Committee) consisted of the project architect, campus Vice President of Administrative Services, project managers, campus Director of Physical Plant & Facilities, and District Director, Facilities, Planning & Construction. After the Committee evaluated the proposals submitted, the three (3) companies were invited for an interview.

TYR
Knowland Construction Services, Inc.
Vital Inspection Services, Inc.

The review, evaluation and interview were based on the following criteria:

- Understanding of, and responsiveness to, the RFQ/P
- Knowledge, training, and professional experience of the team
- Demonstrated understanding of school facility projects and role of the IOR
- Experience with Design-Build and Collaborative Environments in the IOR Role
- Experience working with school districts with project and facility needs similar to NOCCCD
- Experience working with DSA
- The ability to provide high quality services in a timely and cost-effective manner

After the interviews, the Committee unanimously selected and recommended the DSA inspection services contract for the new Instructional Building and Central Plant Expansion project be awarded to TYR in the amount of \$459,360 for the duration of January 1, 2020, through December 31, 2021. A rate of \$90 per hour will apply through July 29, 2021. An annual increase of 5% will apply to the hourly rate after July 29, 2021.

TYR provided the most complete response, including proposed inspectors specializing in community college construction and experience with Central Plant facilities. The proposed inspector and assistant inspector have had experience with oversight of projects totaling

over \$700 million.

This agenda item was submitted by Oscar Saghieh, Project Manager, Campus Capital Projects, and Jenney Ho, District Director, Purchasing.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this service comes from Measure J Bond fund.

RECOMMENDATION: Authorization is requested to enter into an agreement with TYR in the amount of \$459,360 to provide DSA inspection services for the new Instructional Building and Central Plant Expansion projects at Fullerton College for the duration of January 1, 2020 through December 31, 2021. If the project goes beyond the estimated completion date, the contract will be extended for additional services based on the rate of \$90 per hour plus 5% for Lead IOR and \$90 per hour plus 5% for Assistant IOR after July 29, 2021. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the agreement on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	_____
DATE:	October 8, 2019	Information	_____
		Enclosure(s)	_____
SUBJECT:	Approve Agreement with Twining Consulting for the Material Testing and Special Inspection Services for the Instructional Building & Central Plant Expansion Projects at Fullerton College		

BACKGROUND: In August 2019, the District issued a Request for Proposals (RFP) to seek a testing and special inspection firm that is qualified to perform construction material testing and special inspection services for the Instructional Building & Central Plant Expansion project at Fullerton College. In general, inspections shall include concrete, masonry, steel, wood and other inspections outlined on the DSA-103 for the project. The selected firm must be a testing laboratory accepted in the Laboratory Evaluation and Acceptance Program of the Division of the State Architect (DSA). The RFP was sent to the Board-approved list of pre-qualified material testing and special inspection companies. The District received eight (8) proposals.

Cal Tech Labs
C.E.M. Lab
MTGL, Inc.
Ninyo & Moore
Southwest Inspection & Testing, Inc.
Twining Consulting
United Heider Inspection Group
Willdan Engineering Geotechnical Group

The District Project Committee members (Committee) consisted of the project architect, campus Vice President of Administrative Services, District Director of Facilities, Planning and Construction, project managers, and Director of Physical Plant & Facilities.

Several factors were considered in the evaluation: price, experience, staff availability, lab support/proximity of jobsite, and relevant prior experience. After the Committee evaluated the proposals submitted, the Committee selected and recommended Twining Consulting to provide material testing and special inspection services for the Instructional Building & Central Plant Expansion project at Fullerton College in the amount of \$417,631.50 for the duration of January 1, 2020 through December 31, 2021 at fixed hourly rates as submitted in the proposal.

This agenda item was submitted by Oscar Saghieh, Project Manager, Campus Capital Projects and Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions?

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this service comes from Measure J Bond fund.

RECOMMENDATION: Authorization is requested to enter into an agreement with Twining Consulting in the amount of \$417,631.50 to provide material testing and special inspection services for the new Instructional Building & Central Plant Expansion Projects at Fullerton College for the duration of January 1, 2020, through December 31, 2021. If the project goes beyond the estimated completion date and/or if additional special inspections are requested by DSA or other authorities having jurisdiction, the contract will be extended for additional services based on hourly rates submitted in the proposal. 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

3.g.2

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 8, 2019 Resolution
SUBJECT: Fullerton College Foundation Request to Information
Serve Alcoholic Beverages at the Enclosure(s)
President's Gala on the Fullerton College
Campus

BACKGROUND: The Fullerton College Foundation proposes to host the President's Gala on the Fullerton College campus on October 19, 2019. The President's Gala will support the Foundation's endowed scholarship program which enables students in nearly every field of study to achieve their educational goals. This evening of celebration will honor those in the community who have contributed their talent, time, and vision in serving our students.

The Foundation awarded over \$285,000 in scholarships for Fullerton College Students in the past year. Proceeds from this event will be directed to support Foundation scholarship programs and will highlight the Foundation's vision of "Investing in Education."

The Foundation will obtain all required permits including the City of Fullerton and the State of California Alcoholic Beverage Control approval. The Foundation will be responsible for all costs associated with the event, including insurance and permits.

This agenda item was submitted by Dr. Greg Schulz, President, Fullerton College.

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

How does this relate to Board Policy: This item relates to Board Policy 3560 Alcoholic Beverages.

FUNDING SOURCE AND FINANCIAL IMPACT: None

RECOMMENDATION: Authorization is requested to allow the Fullerton College Foundation to host the President's Gala on the Fullerton College campus on October 19, 2019, and to allow them to serve alcoholic beverages to attendees.

Fred Williams

Recommended by

Approved for Submittal

3.h

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 8, 2019 Resolution
Information
Enclosure(s)
SUBJECT: Pathways of Hope Request to Serve
Alcoholic Beverages at the Look Who's
Dancing Reception

BACKGROUND: Pathways of Hope proposes to host the Look Who's Dancing Reception on the Fullerton College Campus on February 6, 2020. Fullerton College proposes to rent the Fullerton College Campus Theatre and the College Center conference rooms to Pathways of Hope for a fundraiser. The 2020 "Look Who's Dancing" fundraiser will be held from 5:45 p.m. to 9:00 p.m. Pathways of Hope would like to serve alcohol through a no-host bar prior to the event from 5:45 p.m. to 6:45 p.m. The fundraiser is a performance in the style of Dancing with the Stars and will feature prominent members of the Fullerton community dancing to raise funds to end hunger and homelessness. They are expecting 300-400 people to attend the event. Pathways of Hope has agreed to obtain the proper license from the California Department of Alcoholic Beverage Control for this event.

Pathways of Hope, formerly known as Fullerton Interfaith Emergency Service, Inc. (FIES), is a non-profit organization. For over 40 years, Pathways of Hope has been providing food, transitional living and support and prevention services to the hungry, homeless and marginalized through assistance of local congregations, volunteers, businesses and grants from foundations and government agencies.

This agenda item was submitted by Dr. Greg Schulz, President, Fullerton College.

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

How does this relate to Board Policy: This item relates to Board Policy 3560 Alcoholic Beverages.

FUNDING SOURCE AND FINANCIAL IMPACT: None.

RECOMMENDATION: Authorization is requested for Fullerton College to rent the Campus Theatre and College Center Conference Rooms to Pathways of Hope on February 6, 2020, and allow them to sell alcoholic beverages to attendees.

Fred Williams

Recommended by

Approved for Submittal

3.i

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X

DATE: October 8, 2019

Resolution

Information

Enclosure(s)

SUBJECT: Fullerton College Donations

BACKGROUND: Businesses and individuals frequently make monetary donations or donate supplies and equipment that are of value to Fullerton College and its instructional programs.

This agenda item was submitted by Dr. Greg Schulz, President, Fullerton College.

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

How does this relate to Board Policy: This item is in compliance with Board Policy 3820, Gifts and Donations.

FUNDING SOURCE AND FINANCIAL IMPACT: The monetary and supplies/equipment donations to Fullerton College will assist with expenses associated with the Fullerton College instructional programs and departments which would otherwise be funded through the division budgets.

RECOMMENDATION: Authorization is requested for Fullerton College to accept the following donations:

To the Fullerton College Physical Education Division, Men's Soccer:

- \$300 Check – Jose Reyes Perez and Sara Guerrero
- \$180 Check – Charles D. Latchison
- \$160 Check – Cristina Coella Barber and Dennis Scott Barber
- \$300 Check – Don Pancho's Bakery & Deli
- \$300 Check – Rohit C. Shankar and Kamal Kuar Singh
- \$40 Check – Sallie B. Govan
- \$300 Check – Izel T. Smith and Dewaine C. Smith
- \$62.50 Check – Jeremy J. Brewer and Melissa M. Brewer
- \$300 Check – Pedro Pable Lozano

To the Fullerton College Physical Education Division, Women's Water Polo:

- \$50 Check – Anita Ward

Fred Williams

Recommended by

Approved for Submittal

3.j

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	October 8, 2019	Resolution	<u>X</u>
SUBJECT:	Resolution of Intent to Grant Easement to Southern California Edison to Provide Underground Electrical Supply Systems for Charging Stations at Fullerton College	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND: On July 23, 2019, the Board approved the purchase and installation of an additional 44 vehicle charging stations at Fullerton College. As part of the process, Southern California Edison Company (“SCE”) requires an easement to construct, operate, and maintain overhead and underground electrical supply systems and internal communication systems for the purpose of providing electrical power to the vehicle charging stations.

The District has the authority to grant easements pursuant to Education Code Section 81310 *et seq.* Before granting an easement under this process, the Board must first adopt a “Resolution of Intent” declaring its intention to consider the conveyance of the easement. The Resolution of Intent will set a public hearing at least ten (10) days after the adoption of the Resolution of Intent so that the public may have an opportunity to comment on the proposed conveyance. After holding the public hearing, the Board may, unless it receives a written protest signed by at least 10 percent of the District’s qualified electorate, consider a resolution conveying the requested easement. The hearing must be noticed both through the posting of the Resolution of Intent in at least three public places at least 10 days before the hearing, and the publication of notice once in a newspaper of general circulation within the District at least 5 days before such hearing.

The Resolution of Intent currently before the Board will set a public hearing for October 22, 2019, after which the Board may consider a resolution to convey the easement. Both the Resolution of Intent, and the subsequent resolution to convey the easement interests, must be approved by a vote of at least two-thirds of all the members of the Board.

This 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 Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

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

FUNDING SOURCE AND FINANCIAL IMPACT: None

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 19/20-07 to conduct a public hearing giving Notice of Intention to grant an easement to Southern California Edison Company to provide underground electrical supply systems for the charging stations at Fullerton College.

Fred Williams

Recommended by

Approved for Submittal

3.k.2

Item No.



**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
GIVING NOTICE OF INTENTION TO GRANT AN EASEMENT TO
SOUTHERN CALIFORNIA EDISON COMPANY**

RESOLUTION NO. 19/20-07

WHEREAS, Southern California Edison Company (“SCE”) requires an easement (“Easement”) to construct, operate and maintain overhead and underground electrical supply systems and internal communication systems for the purpose of providing electrical power to vehicle charging stations located on real property (“Property”) owned and operated by North Orange County Community College District (“District”);

WHEREAS, a description of the property and the easement is attached hereto as Exhibit “A” and incorporated herein;

WHEREAS, pursuant to Education Code section 81310, the governing board of a community college district may dedicate or convey to any public corporation, or private corporation engaged in the public utility business, without a vote of the electors of the district first being taken, an easement to lay, construct, reconstruct, maintain, and operate water, sewer, gas, or storm drain pipes or ditches, electric or telephone lines, and access roads used in connection therewith, over and upon any land belonging to the community college district, upon such terms and conditions as the parties thereto may agree;

WHEREAS, the District desires to provide the easement to SCE to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time overhead and underground electrical supply systems and internal communication systems for the purpose of providing electrical power to vehicle charging stations located on the Property;

WHEREAS, pursuant to Education Code section 81311, the District’s governing board must, prior to dedicating an easement, adopt a resolution declaring its intention to dedicate such easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

WHEREAS, pursuant to Education Code section 81311, the District’s governing board must fix a time at its regular place of meeting for a public hearing upon the question of making the dedication of the easement; and

WHEREAS, pursuant to Education Code section 81312, the District is required to post copies of this Resolution, signed by the board, in three (3) public places within the District’s boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing in a newspaper of general circulation published in the District, if there is one, or, if there is no such newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District.

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

Section 1. That the above recitals are all true and correct.

Section 2. That the District's governing board declares its intent to dedicate the easement to SCE upon the terms and conditions set forth in the recitals.

Section 3. That the Board establishes October 22, 2019 for a public hearing on the question of the District's intent to dedicate the easement to SCE.

Section 4. The District staff shall post this resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this Resolution in compliance with Education Code section 81312.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 8th day of October, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

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

President of the Board of Trustees
North Orange County Community College District

I, Alba Recinos, Clerk of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 8th day of October, 2019, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the North Orange County Community College District Governing Board this 8th day of October, 2019.

Clerk of Governing Board
North Orange County Community College District

Board of Trustees

Agenda Attachment

October 8, 2019 | DCCC approved: September 13, 2019

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MKT 169 F Digital Marketing Capstone: Strategy and Execution	Units: 1 Lecture: 1 Laboratory: 0 CSU Transfer Course	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2020 Fall	This new course is part of the new Digital Marketing Certificate. Proposed for Distance Ed (hybrid and online).

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
SOC 275 F Marriage and Family Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Schedule Description Update • Six-Year Review • Textbooks • Assignments Revision • GE: • CSU GE Area D (clarification) 	45	The primary mode of instruction is lecture and may also include discussion, group learning, and/or formal/informal student presentations. Evaluation through objective and essay exams. Writing assignments are assessed for concepts, structure and grammatical expression.	2020 Fall	Six-Year Review. Updated assessment methods. Updated class size justification to describe more accurately. Updated CSU GE to Area D.

SOC 275HF Honors Marriage and Family Units: 3 Lecture: 3 Laboratory: 0	<ul style="list-style-type: none"> • Catalog Description Update • Course Content (that do not change the overall scope of the course) • Schedule Description Update • Six-Year Review • Textbooks • GE: • CSU GE Area D (clarification) 	25	The Fullerton College Honors Advisory Board recommends a class size of 25, to encourage a seminar environment, in which there is extensive instructor-student interaction, as well as extensive interaction between students.	2020 Fall	Six-Year Review. Updated assessment methods. Updated class size justification to describe Honors class size more accurately. Updated CSU GE to Area D.
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NEW DEGREES/CERTIFICATES			
DEGREE	PROPOSAL TYPES	EFF DATE	JUSTIFICATION
Business	<p>The Digital Marketing Certificate is designed for students who intend to seek immediate employment in the field of digital marketing and/or business, and those presently employed in digital marketing but seeking advancement. Digital marketers are in high demand, but it is a crowded field. This program helps you to differentiate yourself with multi-platform fluency and real-world experience with the most important tools and platforms. This unique program ensures you learn exactly the skills you'll need to succeed. Graduates of this program may be employed in a number of jobs and career areas such as social media manager, advertising specialist, digital marketer, and digital marketing specialist. This program may be complemented by also enrolling in BUS 295 F (Business Internship). A minimum grade of C is required in each course taken. This certificate requires a total of 18 units.</p> <p>Digital Marketing Certificate Required Courses (9 units) Units MKT151 F Digital Marketing 3 BUS170 F Principles of E-Business 3 CIS152 F Web Design I 3</p>	2020 Fall	New Program recommended by student and business advisory group to help students get a job in marketing quickly.

NEW DEGREES/CERTIFICATES			
DEGREE	PROPOSAL TYPES	EFF DATE	JUSTIFICATION
	Choose courses from the following for a minimum of 9 units Units MKT160 F Introduction to Digital Marketing 1 MKT161 F Web Design for Digital Marketing 1 MKT162 F Search Engine Optimization 1 MKT163 F Search Engine Marketing 1 MKT164 F Online Advertising 1 MKT165 F Content Considerations for Digital Marketing 1 MKT166 F Social Media Marketing 1 MKT167 F Email Marketing 1 MKT168 F Digital Analytics Tools 1 MKT169 F Digital Marketing CAPSTONE: Strategy and Execution 1 Total Units 18		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
English	<ul style="list-style-type: none"> • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	The English Associate in Arts Degree is designed to prepare students to read and write about literature critically and to understand key historical and generic influences in the production and reception of literature and other cultural texts. This degree requires a total of 18 units. English Associate in Arts Degree (2020) Required Courses (3 units) Units ENGL102 F Introduction to Literature	2020 Fall	The English department revised the Restricted Electives section of the English Associate in Arts Degree, in order to increase student access and transfer success. With this proposal, no longer will students be expected to complete both semesters of a two-semester survey sequence in one national literature.

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		3 or ENGL102HF Honors Introduction to Literature 3 Restricted Electives (6 units) Students must complete two survey courses from the Restricted Electives, and honors versions of these courses also qualify. One course must be chosen from part one of American Literature, or British Literature, or World Literature. The other course must be chosen from part two of American Literature, or British Literature, or World Literature. Units ENGL211 F British Literature to 1800 3 or ENGL211HF Honors British Literature to 1800 3 or ENGL221 F American Literature to the Civil War 3 or ENGL221HF Honors American Literature to the Civil War 3 or ENGL224 F World Literature through the Early Modern Period 3 or ENGL224HF Honors World Literature through the Early Modern Period 3 and ENGL212 F British Literature since 1800 3 or		Instead, students will be permitted to take one semester of one national literature, and another semester of another national literature, which many colleges and universities offer. However, one course must be in the first half of any survey sequence, and the other course must be in the second half of any survey sequence. Furthermore, the English Department deleted ENGL 214 F Contemporary Literature from the catalog, and it is being removed from the Associate in Arts Degree in English, since the course has not been taught in many years.

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ENGL212HF Honors British Literature since 1800 3 or ENGL222 F American Literature from the Civil War to the Present 3 or ENGL222HF Honors American Literature from the Civil War to the Present 3 or ENGL225 F World Literature since the Early Modern Period 3 or ENGL225HF Honors World Literature since the Early Modern Period 3 And one course (3 units) from the following: Units ENGL203 F Introduction to Dramatic Literature 3 OR ENGL204 F Introduction to Poetry 3 OR ENGL207 F The Short Story 3 OR ENGL208 F Introduction to Film Studies 3 OR ENGL246 F The Novel 3 6 additional units from any of the above courses or the following: Units ENGL105 F Introduction to Creative Writing 3 OR ENGL209 F Intermediate Creative Writing 3 OR		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ENGL210 F Introduction to Language Structure and Use 3 OR ENGL234 F Introduction to Shakespeare 3 OR ENGL234HF Honors Introduction to Shakespeare 3 OR ENGL239 F Survey of Children's Literature 3 OR ENGL240 F Survey of Young Adult Literature 3 OR ENGL243 F Folklore and Mythology 3 OR ENGL243HF Honors Folklore and Mythology 3 OR ENGL245 F The Bible as Literature 3 OR ENGL248 F Science Fiction 3 OR ENGL251 F Survey of Native American Literature 3 OR ENGL249 F Survey of Chicano/a Literature 3 OR ENGL254 F Intermediate Creative Writing: Poetry 3 OR ENGL255 F Intermediate Creative Writing: Fiction 3 OR SPAN205 F Introduction to Spanish Literature 3 OR SPAN206 F Introduction to Latin American Literature 3 OR ENGL280 F Language Arts Tutoring Practicum 3 Total Units 18		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
English	<ul style="list-style-type: none"> • Six-Year Review • Adding Courses to "Restricted Electives" • Removing Courses from "Restricted Electives" 	<p>The English Associate in Arts Degree for Transfer, also called the English AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in English. Ed Code Section 66746-66749 states students earning the English AA-T degree will be granted priority for admission as an English major to a local CSU, as determined by the CSU campus to which the student applies. This degree is designed to prepare students to read and write about literature critically and to understand key historical and generic influences in the production and reception of literature and other cultural texts. While a baccalaureate degree is recommended preparation for those considering careers in fields such as writing, journalism, education, training and development, sales, community relations, the ministry, law, business, entertainment, nonprofit organizations and government, completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for upper-division work. This degree requires a total of 18-21 units. The following is required for all AA-T or AS-T degrees, and there are no additional graduation requirements: (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (b) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. (3) ADTs also require that students must earn a C or better in all</p>	2020 Fall	<p>The English department revised the Restricted Electives section of the English Associate in Arts Degree for Transfer, in order to increase student access and transfer success. With this proposal, no longer will students be expected to complete both semesters of a two-semester survey sequence in one national literature. Instead, students will be permitted to take one semester of one national literature, and another semester of another national literature, which many colleges and universities offer. However, one course must be in the first half of any survey sequence, and the other course must be in the second half of any survey sequence.</p>

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		<p>courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.</p> <p>English Associate in Arts Degree for Transfer (2020)</p> <p>Required Core (4-7 units): Select one of the two options below.</p> <p>Option 1: Select two courses (6-7 units)</p> <p>Units</p> <p>ENGL102 F Introduction to Literature 3</p> <p>ENGL102HF Honors Introduction to Literature 3</p> <p>ENGL103 F Critical Reasoning and Writing 4</p> <p>ENGL103HF Honors Critical Reasoning and Writing 4</p> <p>ENGL201 F Intermediate College Writing 3</p> <p>Option 2: Select one course (4 units)</p> <p>Units</p> <p>ENGL104 F Critical Thinking and Writing about Literature 4</p> <p>List A: Students must complete two survey courses from List A, and honors versions of these courses also qualify. One course must be chosen from part one of American Literature, or British Literature, or World Literature. The other course must be chosen from part two of American Literature, or British Literature, or World Literature. (6 units)</p> <p>Units</p> <p>ENGL211 F British Literature to 1800 3</p> <p>or</p> <p>ENGL211HF Honors British Literature to 1800 3</p>		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		or ENGL221 F American Literature to the Civil War 3 or ENGL221HF Honors American Literature to the Civil War 3 or ENGL224 F World Literature through the Early Modern Period 3 or ENGL224HF Honors World Literature through the Early Modern Period 3 and ENGL212 F British Literature since 1800 3 or ENGL212HF Honors British Literature since 1800 3 or ENGL222 F American Literature from the Civil War to the Present 3 or ENGL222HF Honors American Literature from the Civil War to the Present 3 or ENGL225 F World Literature since the Early Modern Period 3 or ENGL225HF Honors World Literature since the Early Modern Period 3 List B: Select courses based on option chosen for Required Core. Option 1: (3 units) from List B OR Option 2: (6 units) from List B		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		Units Any course from List A not used above. ENGL105 F Introduction to Creative Writing 3 OR ENGL203 F Introduction to Dramatic Literature 3 OR ENGL204 F Introduction to Poetry 3 OR ENGL207 F The Short Story 3 OR ENGL246 F The Novel 3 List C: Choose one course (3-5 units) Units Any course from List A and List B not used above. ENGL208 F Introduction to Film Studies 3 OR ENGL209 F Intermediate Creative Writing 3 OR ENGL210 F Introduction to Language Structure and Use 3 OR ENGL234 F Introduction to Shakespeare 3 OR ENGL234HF Honors Introduction to Shakespeare 3 OR ENGL239 F Survey of Children's Literature 3 OR ENGL240 F Survey of Young Adult Literature 3 OR ENGL243 F Folklore and Mythology 3 OR ENGL243HF Honors Folklore and Mythology 3 OR ENGL245 F The Bible as Literature 3 OR		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		ENGL248 F Science Fiction 3 OR ENGL249 F Survey of Chicano/a Literature 3 OR CHIN203 F Intermediate Chinese - Mandarin III 4 OR CHIN204 F Intermediate Chinese - Mandarin IV 4 OR FREN203 F Intermediate French III 4 OR FREN204 F Intermediate French IV 4 OR GERM203 F Intermediate German III 4 OR GERM204 F Intermediate German IV 4 OR ITAL203 F Intermediate Italian III 4 OR ITAL204 F Intermediate Italian IV 4 OR JAPN203 F Intermediate Japanese III 4 OR JAPN204 F Intermediate Japanese IV 4 OR SPAN201 F Spanish for the Spanish Speaker 5 OR SPAN203 F Intermediate Spanish III 4 OR SPAN204 F Intermediate Spanish IV 4 OR SPAN206 F Introduction to Latin American Literature 3 OR SPAN205 F Introduction to Spanish Literature 3 OR SPAN207 F Children's Literature/Spanish 3 OR Total Units 18 - 21		

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	October 8, 2019	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	North Orange Continuing Education Curriculum Matters	Enclosure(s)	<u> X </u>

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

The Educational Master Plan has indicated that "instructional programs need to be continually reviewed as to viability and priority" and the curriculum "needs to provide state-of-the-art training in vocational programs." The assessment process, mandated by the state, provides several reasons for the proposed curricular changes: (1) to meet changing employment requirements, as per the recommendations of both the faculty and advisory committees; (2) to expand and streamline certificate programs in keeping with state mandates; (3) to provide meaningful categorization of Faculty Service Areas; (4) to provide specific courses to meet student needs; and (5) to restructure programmatic curricula.

All curriculum is submitted to the Provost's Office for review prior to submission to the District Curriculum Coordinating Committee. This agenda item is being submitted by Candace Lynch, Chair of the North Orange Continuing Education Curriculum Committee and Dr. Karen Bautista, Dean of Instruction and Student Service, Cypress Center.

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

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

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

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum changes for the North Orange Continuing Education, to be effective Winter 2020. The curricula have been signed by the Campus Curriculum Committee Chairperson and the Provost, and it has been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg

Recommended by

Approved for Submittal

4.b.1

Item No.

North Orange Continuing Education

2019-2020

Approved by District Curriculum Coordinating Committee on August 30, 2019
 Approved by North Orange Continuing Education Curriculum Committee on May 14, 2019

~~ New Courses for new CDCP Program ~~				
Basic Skills				
Course Id	Title	Hours	Justification	Effective Term
MEDO 311	Personal Care Aide 1	36	The demand for personal care aids is expected to increase 49% in the next 10 years. California anticipates requiring all personal care aids to be certified by 2021.	Winter 2020
MEDO 312	Personal Care Aide 2	54	The demand for personal care aids is expected to increase 49% in the next 10 years. California anticipates requiring all personal care aids to be certified by 2021.	Winter 2020

~~ Revised Courses within an approved CDCP Program ~~				
CTE – ELECTRICAL TECHNOLOGY				
Course Id	Title	Hours	Justification	Effective Term
ELET 180	Electrical Conduit Bending	54	To provide students in the Electrical Technology certificate program a course in how to properly use conduit bending equipment using industry and National Electrical Code standards.	Winter 2020
ELET 190	National Electrical Code - Residential	54	To add additional residential National Electrical Code content to the curriculum in order to meet the minimum standards and content as required by the State Department of Industrial Relations Electrical Trainee curriculum.	Winter 2020
ELET 195	Electrical Cost Estimating	54	To meet industry demands and training for electrical fields of study. Will be used as an elective course in the Electrical Technology program to enhance students' skills for employment.	Winter 2020
ELET 196	Blueprint Reading Basics	54	To add blueprint reading skills and content to the curriculum in order to meet the minimum standards and content as required by the State Department of Industrial Relations Electrical Trainee certification curriculum.	Winter 2020

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 8, 2019 Resolution _____
Information _____
SUBJECT: Academic Personnel Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

Academic Personnel
October 8, 2019

TEMPORARY CONTRACT

Yu, Kenneth	NOCE	Older Adults Program Non-Credit Instructor Temporary Contract (100%) Pursuant to E.C. 87482 Class B, Step 1 Eff. 10/08/2019-06/26/2020
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CHANGE IN SALARY CLASSIFICATION

Arroyo, James	FC	Speech Communications Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/26/2019
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Dixon, Christopher	FC	Physical Education Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/26/2019
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Haynes, Corinne	FC	Disability Support Services Instructor From: Class B, Step 1 To: Class B, Step 2 Eff. 08/22/2019
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Rodriguez, Cassandra	CC	Counselor From: Class B, Step 1 To: Class B, Step 6 Eff. 07/01/2019
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Sorooshian-Tafti, Rose	NOCE	DSPS Instructor (ADJ) From: Column 1, Step 2 To: Column 2, Step 2 Eff. 09/09/2019
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LEAVES OF ABSENCE

Marquez, Lorena	FC	Counselor Pregnancy Disability Leave (PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 09/16/2019-09/29/2019 AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 10/17/2019-11/22/2019
Van Gelder, Matthew	NOCE	DSPS Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 10/11/2019-10/24/2019

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 FALL SEMESTER,
TRIMESTER

Brashear, Frederick	FC	Column 1, Step 1
Cole, Melody	NOCE	Column 2, Step 1
Cruz, Angela	CC	Column 1, Step 1
Flosi, Edward	FC	Column 2, Step 1
Foust, Janice	NOCE	Column 1, Step 1
Gruenke, Cindy	NOCE	Column 1, Step 1
Harry, Honour	NOCE	Column 1, Step 1
Iglesias, Tasha	FC	Column 3, Step 1
Konefsky, Bob	FC	Column 2, Step 1
Laos, Robert	FC	Column 1, Step 1
Matthis, Gregory	CC	Column 1, Step 1
Meza, Brianna	FC	Column 1, Step 1
Nishihira, Linda	FC	Column 1, Step 1
Reynolds, Gabriel	FC	Column 1, Step 1
Temal, Diana	NOCE	Column 1, Step 1
Torrez, Jaymi	NOCE	Column 2, Step 1
Wood, Robert	FC	Column 3, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

To, Thang	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Ahmed, Mdriffat	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Allee, Cindy	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Alrubaye, Wasan	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Alvarez, Silvia	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Azarcon, Cynthia	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Brais, Nathan	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Breen, Theresa	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Croteau, Ron	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Cunningham, Julia	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
De La Mora, Jamie	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Disner, Evy	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019

Academic Personnel
October 8, 2019

Echolds, Nora	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Espinoza, Maria G.	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Famolaro, Felix	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
French, Barbara	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Gandhi, Manish	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Garmin, Dyann	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Gerrara, Jonathan	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Gibbons, Emilee	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Glicker, Eric	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Grewall, Manjit	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Hasan, Fouton	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019

Academic Personnel
October 8, 2019

Henan, Miriam	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Heredia, Erik	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Howie, Sheri	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Johnson, Lisa	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Kahlon, Harinder	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Kaur, Manpreet	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Kepler, Marc	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Khssassi, Zineb	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Lim, Emmie	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Linen, Joshua	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Linen, Nikki	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019

Academic Personnel
October 8, 2019

Maynard, Lauren	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Monroe, Kelly	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Moore, Catherine	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Myers, Victoria	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Olivos, Tamara	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Pham, Loan	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Pietrzak, Eolyta	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Ramirez, Cindy	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Rangel, Rosemary	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Rezai, Maryam	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Ruffalo, Carrie	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019

Academic Personnel
October 8, 2019

Sersea, Ioan	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Shields, Julie	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Stapleton, William	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Stehly, Joann	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Tseng, Anh	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Underwood, Cathy	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Villarreal, Maria	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Vu, David	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Warner, Benjamin	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Wiley, Edward	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Wing, Lisa	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019

Academic Personnel
October 8, 2019

Witt, Sharon	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Zabayle, Zachary	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019
Zepeda, Eva	NOCE	Adjunct Professional Development Training Stipend not to exceed \$100.00 Eff. 09/05/2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 8, 2019 Resolution _____
SUBJECT: Classified Personnel Information _____
Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.b.1

Item No.

Classified Personnel
October 8, 2019

PROBATIONARY RELEASE

@01292996 AC 12-month position (100%)
Eff. 09/19/2019
PN DEC919

CHANGE IN HIRE DATE

Mhmoad, Mathear AC Building Maintenance Coordinator
12-month position (100%)
Range 45, Step D
Classified Salary Schedule
Eff. 10/15/2019
PN DEC960

NEW HIRE

Aranda, Joseph AC Administrative Assistant II
12-month position (100%)
Range 36, Step C
Classified Salary Schedule
Eff. 10/14/2019
PN DEC919

Harris, Megan FC Senior Research and Planning Analyst
12-month position (100%)
Range 57, Step B
Classified Salary Schedule
Eff. 10/09/2019
PN FCC581

Savin, Steve FC Campus Safety Officer
12-month position (100%)
Range 31, Step E + 5% Shift
Classified Salary Schedule
Eff. 10/09/2018
PN FCC935

Classified Personnel
October 8, 2019

REVISION OF CONTRACT

Johnson, Jessica	FC	Special Project Manager, Embedded Tutoring Temporary Management Position (100%)
		Change in End Date From: 06/30/2020 To: 09/30/2019 PN FCT979

VOLUNTARY CHANGES IN ASSIGNMENT

Brown, Nicholette	NOCE	High School Records Technician (50%) Temporary Change in Assignment To: Admissions and Records Technician 12-month position (100%) Classified Salary Schedule Eff. 10/09/2019 – 04/31/2020
Leonardo, Paulo	AC	Facilities Custodian Coordinator II (100%) Return to Regular Assignment Eff. 09/25/2019
Sandoval, Enrique	NOCE	IT Services Coordinator I (100%) Temporary Change in Assignment To: AC IT Security Analyst/System Administrator 12-month position (100%) Range 55, Step C + PG&D Classified Salary Schedule Eff. 10/14/2019 – 06/30/2020
Volcy, Ty	CC	Executive Assistant III (100%) Extension of Temporary Change in Assignment To: NOCE Interim Program Manager, LEAP 12-month position (100%) Range 14, Column B Management Salary Schedule Eff. 01/01/2020 – 06/30/2020

Classified Personnel
October 8, 2019

West, Deborah	FC	Campus Safety Officer (100%) Extension of Temporary Change in Assignment To: NOCE Administrative Assistant II 12-month position (100%) Range 36, Step D + 10% Longevity + PG&D Classified Salary Schedule Eff. 01/01/2020 – 06/30/2020
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LEAVES OF ABSENCE

Harris, Megan	FC	Senior Research and Planning Analyst (100%) Unpaid Personal Leave Eff. 12/23/2019
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 8, 2019 Resolution _____
SUBJECT: Professional Experts Information _____
Enclosure(s) X

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts
October 8, 2019

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Alizadeh, Rassoul	CC	Technical Expert II	Jobs Challenge Curriculum Review	7.5	09/23/2019	12/12/2019
Arellano-Duenas, Cristina	FC	Technical Expert II	Distance Education Division Representative	20	08/26/2019	12/14/2019
Avalos, Magdalena	NOCE	Project Expert	K-12 Student Success/Love & Logic Coordination	26	08/27/2019	12/06/2019
Bhari, Sony	NOCE	Project Expert	Career Pathways Specialist	26	09/16/2019	11/22/2019
Boone, Shani	NOCE	Technical Expert I	Love and Logic Workshop Facilitator	26	08/27/2019	12/04/2019
Carlisle, Teresa	NOCE	Project Expert	Career Pathways Specialist	26	09/30/2019	11/22/2019
Choe, Susan	FC	Project Manager	Therapist/Project Manager	26	09/30/2019	12/20/2019
Choe, Susan	FC	Project Manager	Therapist/Project Manager	26	01/27/2020	05/29/2020
Diaz, Christina	NOCE	Project Expert	Peer Mentor for Grads to be Program (Catalyst Grant)	26	09/30/2019	11/22/2019
Diaz, Christina	NOCE	Project Expert	Peer Mentor for Grads to be Program (Catalyst Grant)	26	12/02/2019	12/20/2019
Edwards, Arnette	FC	Technical Expert II	Distance Education Division Representative	20	08/26/2019	12/14/2019
Farol, Ronald	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Galich, Jennifer	CC	Technical Expert II	Nursing Enrollment Growth Grant	40	10/03/2019	05/25/2020
Gandara, Michael	FC	Project Expert	Transfer Ambassador	26	09/25/2019	12/13/2019
Guardado, Cynthia	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Guthrie, Frank	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Guthrie, Frank	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Gutierrez Estrada, Alyeska	FC	Project Coordinator	Lead Umoja Program Coordinator	26	09/04/2019	03/23/2020
Hafer, Mellissa	FC	Technical Expert I	KinderCaminata	26	09/16/2019	12/20/2019
Hafer, Mellissa	FC	Technical Expert I	KinderCaminata	26	01/06/2020	03/31/2020
Halverson, Heather	FC	Project Coordinator	Counseling Presentations in Hornets Tutoring Classes	20	09/03/2019	05/22/2020

Professional Experts
October 8, 2019

Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	09/30/2019	11/08/2019
Hebert, Eli	FC	Project Expert	Student Support Services Division Dept. Website & Social Media Development	26	09/19/2019	06/05/2020
Henderson, Angela	FC	Technical Expert II	Distance Education Division Representative	20	08/26/2019	12/14/2019
Hughes, Deidre	CC	Not-for-Credit Instr II	Mindfulness Workshop 5/8/2019 for Students	10	05/08/2019	05/08/2019
Ison, John	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Ison, John	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Johnson, Eric	NOCE	Project Expert	K-12 Student Success/Love and Logic Coordination	26	08/27/2019	12/06/2019
Johnson, Jessica	FC	Project Manager	Hornets Tutoring Manager	26	09/30/2019	11/22/2019
Johnson, Jessica	FC	Project Manager	Hornets Tutoring Manager	26	12/02/2019	12/13/2019
Johnson, Jessica	FC	Project Manager	Hornets Tutoring Manager	26	01/06/2020	02/13/2020
Johnson, Jessica	FC	Project Manager	Hornets Tutoring Manager	26	02/24/2020	03/13/2020
Johnson, Jessica	FC	Project Manager	Hornets Tutoring Manager	26	03/23/2020	03/27/2020
Johnson, Jessica	FC	Project Manager	Hornets Tutoring Manager	26	04/13/2020	05/08/2020
Johnson, Jessica	FC	Project Manager	Hornets Tutoring Manager	26	05/18/2020	05/22/2020
Johnstone, Deborah	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	26	10/02/2019	10/18/2019
Kelly-Mandich, Linda	FC	Project Coordinator	Counseling Presentations in Hornets Tutoring Classes	20	09/03/2019	05/22/2020
King, Tyler	CC	Project Expert	Certified Athletic Trainer	26	10/01/2019	05/31/2020
Mande, Anupama	FC	Technical Expert II	Distance Education Division Representative	20	08/26/2019	12/14/2019
Mann, Cheyenne	FC	Project Expert	Counseling related budget research and reporting	26	10/09/2019	12/20/2019
Melella, Laura	FC	Technical Expert II	Distance Education Division Representative	20	08/26/2019	12/14/2019
Mendoza, Diane	NOCE	Project Coordinator	K-12 Student Success Project Coordinator	26	09/16/2019	12/20/2019
Moore, Jasmine	FC	Project Coordinator	Service Learning and Extended Reach Programs	26	10/09/2019	06/30/2020
Morrison, Alma	NOCE	Project Expert	K-12 Student Success/Love and Logic Coordination	26	08/27/2019	12/06/2019
Padilla, Debra	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	15	10/02/2019	10/11/2019
Perez, Laurel	CC	Technical Expert II	Mandatory Nursing Clinical Instructor Orientation at Hospital	16	09/09/2019	09/11/2019

Professional Experts
October 8, 2019

Powers, Miguel	CC	Technical Expert II	Growth Mindset	10	09/20/2019	12/20/2019
Roman, Alejandro	NOCE	Project Expert	Peer Mentor for Grads to be Program (Catalyst Grant)	26	10/01/2019	12/20/2019
Rosen, Lugene	FC	Technical Expert II	Distance Education Division Representative	20	08/26/2019	12/14/2019
Smith, Susan	CC	Technical Expert II	Interim Director of Nursing	12	09/16/2019	05/25/2020
Starkey, Monique	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Starkey, Monique	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Truong, Pryscilla	CC	Project Expert	Academic Success Coach	20	10/09/2019	12/23/2019

NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Rosenburger, David	Tuition	Summer	26
Zawolkow, Esther	Tuition	Fall, Winter, Spring	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 8, 2019
SUBJECT: Hourly Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.d.1

Item No.

Hourly Personnel
October 8, 2019

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Aguayo, Ana	FC	Clerical/Secretarial - Assist the Technology and Engineering	10/09/19	12/14/19	TE B 4
Anderson, Rebecca	NOCE	Direct Instr Support - Assist in DSS Adult Education Student Peer Mentor	10/09/19	12/06/19	TE A 1
Chu, Myron	FC	Tech/Paraprof - Assist ACT with various projects	12/02/19	02/29/20	TE A 2
Contreras, Mar	CC	Direct Instr Support - Assist in CyberPatriot mentorship program	10/23/19	01/31/20	TE A 1
Cullen, Hunter	FC	Tech/Paraprof - Athletic Program Assistant - Baseball	10/09/19	12/13/19	TE H 4
Cullen, Hunter	FC	Tech/Paraprof - Athletic Program Assistant - Baseball	01/02/20	05/22/20	TE H 4
Ditchkus, Mark	CC	Tech/Paraprof - Assist in Art Gallery	10/09/19	12/13/19	TE A 1
Ditchkus, Mark	CC	Tech/Paraprof - Assist in Art Gallery	02/19/20	05/20/20	TE A 1
Duong, Johnny	FC	Tech/Paraprof - Assist ACT with various projects	10/09/19	01/04/20	TE A 1
Garcia, Alexis	FC	Clerical/Secretarial - Office support for the Business Office	10/09/19	12/20/19	TE A 1
Hernandez, Destiny	FC	Tech/Paraprof - Athletic Program Assistant - Women's Water Polo	10/09/19	12/13/19	TE H 4
James, Patricia	FC	Clerical/Secretarial - Assistance for UMOJA	10/09/19	12/11/19	TE A 1
James, Patricia	FC	Clerical/Secretarial - Assistance for UMOJA	01/27/20	02/24/20	TE A 1
Kang, Marshall	FC	Service/Maint - Assist Campus Safety Dept with various duties	01/27/20	04/25/20	TE B 4
Le, Samuel	FC	Direct Instr Support - Assist in ACT computer lab	10/09/19	12/14/19	TE A 1
Lubyanoy, Nikita	CC	Direct Instr Support - Assist in CyberPatriot mentorship program	10/23/19	01/31/20	TE A 1
Mattoon, Joseph	NOCE	Clerical/Secretarial - Assist with classroom prep and student paperwork	10/10/19	12/13/19	TE B 1
Molden, Michaela	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	10/09/19	06/30/20	TE B 1
Monestere, Jessica	NOCE	Direct Instr Support - Assist in DSS Adult Education Student Peer Mentor	10/09/19	12/06/19	TE A 1
Munoz-Sanchez, Angel	CC	Service/Maint – Assist with keys for adjuncts	10/09/19	01/17/20	TE A 1
Nguyen, Brandon	CC	Direct Instr Support - Assist in CyberPatriot mentorship program	10/09/19	01/17/20	TE A 1
Rojas Sanchez, Elvia	NOCE	Clerical/Secretarial - Assist with various projects	10/09/19	12/20/19	TE B 3
Stephens, Andrew	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	10/09/19	06/30/20	TE I 3
Tran, Matthew	CC	Direct Instr Support - Assist in CyberPatriot mentorship program	10/09/19	01/17/20	TE A 1

Hourly Personnel
October 8, 2019

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Anijielo, Felicitas	FC	Direct Instr Support - Tutor and Peer Mentor for UMOJA	10/09/19	12/13/19	TE B 1
Bordon, Anthony	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	10/09/19	06/30/20	TE A 1
Bordon, Anthony	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	10/09/19	06/30/20	TE A 1
Brown, Christina	NOCE	Direct Instr Support - Tutor for the NOCE Cypress Learning Center	10/09/19	06/30/20	TE A 2
Chiu, Marcus	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	10/09/19	06/30/21	TE A 1
Cho, Eric	FC	Direct Instr Support - Science tutor for the Veteran's Center	10/09/19	05/22/20	TE B 4
Christian, Olivia	NOCE	Direct Instr Support - Tutor for DSS Adult Education Student Peer Mentor	10/09/19	12/06/19	TE A 1
Hernandez Martinez, E.	FC	Direct Instr Support - Tutor students for Biotechnology Education Partnership	10/09/19	06/30/20	TE B 2
Oropeza, Edward	FC	Direct Instr Support - Tutor for the OC Biotechnology Education Partnership	10/09/19	06/30/20	TE B 2
Ramirez, Jamie	FC	Direct Instr Support - Tutor students for Biotechnology Education Partnership	10/09/19	06/30/20	TE B 2
Wiafe, Yaw	FC	Direct Instr Support - Tutor and Peer Mentor for UMOJA	10/09/19	12/13/19	TE B 1

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Gallardo, Yasmin	FC	Clerical/Secretarial - Substitute for vacant Admin Assistant II PN FCC918	09/26/19	12/20/19	TE A 2
Martinez, Michael	CC	Service/Maint - Substitute for vacant Groundskeeper PN CCC978	10/09/19	01/17/20	TE A 2
Szanto, Grace	FC	Technical/Paraprof - State-mandated coverage in Child Care Center	10/15/19	01/14/20	TE B 3
Szanto, Grace	FC	Technical/Paraprof - State-mandated coverage in Child Care Center	03/17/20	06/16/20	TE B 3
Taylor-Parker, Kelan	FC	Clerical/Secretarial - Substitute for vacant Admin Assistant II PN FCC918	09/30/19	12/13/19	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Avila, Yasmin	FC	Work Study Student - Assist in the Physical Education department	10/09/19	06/30/20	TE A 1

Hourly Personnel
October 8, 2019

Barragan, Alma	FC	Full-time Student - Assist in the campus Bookstore	09/28/19	06/30/20	TE A 1
Bernal, Brandon	FC	Full-time Student - Clerical assistance for the EOPS department	10/09/19	06/30/20	TE A 1
Chavez, Laura	FC	Full-time Student - Clerical assistance for the Music Lab	10/09/19	06/30/20	TE A 2
DeLuna, Cate	FC	Work Study Student - Clerical assistance for the Physical Education Dept.	10/09/19	06/30/20	TE A 1
Dyak, Joanna	FC	Full-time Student - Assist in the Physics Lab	10/09/19	06/30/20	TE A 1
Esqueda-Cortez, S.	FC	Work Study Student - Clerical assistance for the EOPS department	10/09/19	06/30/20	TE A 1
Ferguson, Britney	CC	Full-time Student - Assist with CyberPatriot program	10/09/19	06/30/20	TE A 1
Flores, Daniela	FC	Work Study Student - Off campus tutor with Raymond Elementary	10/09/19	06/30/20	TE A 1
Garcia, Brie	FC	Full-time Student - Assist in the campus Bookstore	09/28/19	06/30/20	TE A 1
Gomez, Kelsey	FC	Full-time Student - Assist in the campus Bookstore	09/28/19	06/30/20	TE A 1
Guadarrama, B.	CC	Full-time Student - Assist in clerical duties in Campus Safety	10/09/19	06/30/20	TE A 4
Haidari, Abdul H.	FC	Work Study Student - Clerical assistance for the Academic Support Center	09/30/19	06/30/20	TE A 1
Harris, Tatiana	FC	Full-time Student - Assistance for the Music Lab and office	10/09/19	06/30/20	TE A 2
Hawks, Kameron	FC	Work Study Student - Assistance for the switchboard	09/25/19	06/30/20	TE A 2
Hurtado, Briana	FC	Work Study Student - Assist in the Horticulture department	10/09/19	06/30/20	TE A 3
Lakhany, Safiyah	FC	Full-time Student - Tutor students in Math and Computer Science Lab	10/09/19	06/30/20	TE A 2
Landeros, Antonio	CC	Full-time Student - Assist with CyberPatriot program	10/09/19	06/30/20	TE A 1
Luu, Celina	CC	Work Study Student - Assist in the Counseling Center	10/09/19	06/30/20	TE A 1
Macedo, Emily	FC	Full-time Student - Assist in Admissions and Records	10/09/19	06/30/20	TE A 1
Morales, Margarita	FC	Full-time Student - Assist in the campus Bookstore	09/28/19	06/30/20	TE A 1
Nash, Connor	FC	Full-time Student - Assist in the campus Bookstore	09/28/19	06/30/20	TE A 1
Nguyen, Dean	CC	Full-time Student - Assist in clerical duties in Campus Safety	10/09/19	06/30/20	TE A 4
Nhan, Minh	FC	Full-time Student - Assist ACT with various projects	11/04/19	06/30/20	TE A 1
Paniagua, Yulissa	FC	Full-time Student - Assist in ACT computer lab	10/09/19	06/30/20	TE A 1
Quinn, Scott	FC	Work Study Student - Clerical assistance for the Math Lab	10/09/19	06/30/20	TE A 1
Rodriguez, Anthony	FC	Full-time Student - Assist in the campus Bookstore	09/28/19	06/30/20	TE A 1
Smith, MycKenzie	FC	Work Study Student - Assist in the Math Lab	10/09/19	06/30/20	TE A 1
Steele, Xavion	FC	Full-time Student - Clerical assistance for the Athletic department	10/09/19	06/30/20	TE A 1
Stephenson, Chris	FC	Work Study Student - Assist in the Music department	10/09/19	06/30/20	TE B 4

Hourly Personnel
October 8, 2019

Stevenson, Emon	FC	Full-time Student - Assist in Admissions and Records	10/09/19	06/30/20	TE A 1
Vergara, Juan	CC	Full-time Student - Assist students in Jobs Challenge Automotive	10/09/19	06/30/20	TE A 1
White, Bennett	FC	Full-time Student - Assist in the campus Bookstore	09/28/19	06/30/20	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: October 8, 2019

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
October 8, 2019

Name	Site	Program	Begin	End
Abe, Masumi	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Alharti, Deeme	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Bruno, Nick	CC	Physical Ed. Softball Department	10/09/2019	05/30/2020
Cabusao, Marilou	FC	DSS - Personal Services Assistant	09/16/2019	12/13/2019
Contreras, Jorge	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
De La Torre, Alyssa	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Fernandez, Alissa	FC	Social Sciences – Psychology Department	09/23/2019	12/14/2019
Filliger, Louis	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Fleming, Karen	FC	Tech & Engineering Lab Department	09/05/2019	06/30/2020
Gomez, Marci	NOCE	ESL Department - SHINE Program	10/09/2019	12/05/2019
Gonzalez, Virginia	NOCE	DSS - Personal Care Attendant	09/11/2019	06/30/2020
Harrington, Jessica	NOCE	DSS - Personal Care Attendant	09/17/2019	06/26/2020
He, Zongyang	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Head, Kandace	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Hutchings, Lusine	NOCE	ESL Department – SHINE Program	09/30/2019	12/06/2019
Islas, Leonardo	NOCE	ESL Department - SHINE Program	10/09/2019	12/05/2019
Jaurequi, Robert	FC	Fullerton College Library Counseling Dept.	07/01/2019	06/30/2020
Le, Anh Thu	NOCE	ESL Department – SHINE Program	09/30/2019	12/06/2019
Lee, Eunyong	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Lockwood, Deborah	NOCE	ESL Department - SHINE Program	09/30/2019	12/05/2019
Lopez, Carlos	FC	Tech & Engineering Lab Department	09/24/2019	06/30/2020
McClure, Angel	NOCE	DSS - Personal Care Attendant	09/10/2019	06/30/2020
Mendiola, Vanessa	NOCE	DSS - Personal Care Attendant	09/16/2019	16/26/2020
Moy, Steve	FC	Tech & Engineering Lab Department	09/24/2019	06/30/2019
Mueco, Giancarlo	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Nguyen, Chau	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Ramirez, Jackie	NOCE	DSS - Personal Care Attendant	09/09/2019	06/26/2020
Riahi, Mahdis	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Romero, Francisco	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Sasis, Melody Anne	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Shi, Yanni	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Smith, Alexander	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Soske, Tara-Jo	NOCE	ESL Department - SHINE Program	10/09/2019	12/05/2019
Thule, Anh	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Vazquez, Brianna	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Vu, Bao	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Yang, Samuel	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Yoshida, Yuki	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 8, 2019
SUBJECT: Adjunct Faculty United Local 6106
(AFT/AFL/CIO) Reopeners for 2019-2020

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: Pursuant to the provisions of Article 1, Section 1.2.1 of the collective bargaining agreement between Adjunct Faculty United and the District, either party shall have the right to reopen the Agreement in the 2019-2020 Academic Year regarding non-economic issues limited to up to two articles each. Adjunct Faculty United has submitted the attached reopeners.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the attached reopener proposal from Adjunct Faculty United Local 6106 (AFT/AFL/CIO) to the District be received by the Board and that a public hearing on this proposal be set for October 22, 2019.

Irma Ramos

Recommended by

Approved for Submittal

5.f.1

Item No.



LOCAL 6106

Adjunct Faculty United CFT/AFT

305 N. Harbor Blvd., Suite 313

Fullerton, CA 92832

714/526-5759 fax 714/526-5337

union@adfacunited.org

To: Irma Ramos
Vice Chancellor, Human Resources
Chief Negotiator

From: Kent Stevenson
President

Date: September 18, 2019

Re: Re-opener Negotiations

As per the contract between the district and AdFac, July 1, 2017 to June 30, 2020, section 1.2.1 allows for re-openers. This letter is to inform you AdFac wishes to re-open Article 6, "Assignment and Scheduling".

The union continues to hope to achieve rights in accord with the state law signed by Governor Jerry Brown on September 30, 2016, granting minimum standards for reemployment preference to part time faculty.

Please note this demand to negotiate does NOT waive any rights the union has been granted by Judge Miller in PERB case # LA-CE-6258-E, in his notice of April, 2019.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 8, 2019
SUBJECT: District Reopeners to Adjunct Faculty United Local 6106 (AFT/AFL/CIO) for 2019-2020

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: Pursuant to the provisions of Article 1, Section 1.2.1 of the collective bargaining agreement between Adjunct Faculty United and the District, either party shall have the right to reopen the Agreement in the 2019-2020 Academic Year regarding non-economic issues limited to up to two articles each. The District has submitted the attached reopeners.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the attached reopener proposal from the District to Adjunct Faculty United Local 6106 (AFT/AFL/CIO) be received by the Board and that a public hearing on this proposal be set for October 22, 2019.

Irma Ramos

Recommended by

Approved for Submittal

5.g.1

Item No.

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

INTRADISTRICT CORRESPONDENCE

To: Kent Stevenson, Adjunct Faculty United President
From: Irma Ramos, Vice Chancellor, Human Resources *IRamos*
Date: September 26, 2019
Subject: 2019-2020 Contract Reopeners

Pursuant to the provisions of Article 1, Section 1.2.1 of the collective bargaining agreement between Adjunct Faculty United and the District, either party shall have the right to reopen the Agreement in the 2019-2020 Academic Year regarding non-economic issues limited to up to two articles each.

The District proposes the following reopeners for the 2019-2020 fiscal year:

Article 9 – Evaluation

Modify language to address adjunct faculty participation in Student Learning Outcomes.

Article 13 – Office Hours

Modify language to address how office hours are scheduled.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: October 8, 2019

SUBJECT: NOCCCD Board of Trustees
Statement of Legislative Principles

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: Each school year, the North Orange County Community College District advocates at the state and federal level on legislative issues that affect our students, staff, and community. In order to provide guidelines for NOCCCD’s advocacy, it is proposed that the Board of Trustees adopt a “Statement of Legislative Principles” on behalf of itself and its three separately accredited institutions: Cypress College, Fullerton College, and North Orange Continuing Education. As noted in the Board Evaluation Subcommittee document dated June 17, 2019: “The role of the Board regarding legislative priorities should be a broad brushstroke – to provide direction to staff, the OC Legislative Committee and our District’s advocates.”

This Statement of Legislative Principles will provide guidelines for the Chancellor when addressing matters before the state and federal Legislature and Congress, and constitutes the core principles guiding the development of the District’s legislative goals. For the 2019-20 year, the following legislative principles are suggested:

Board of Trustees’ Legislative Principles

1. Establish effective pathways and systems that optimize student access and success
2. Ensure equitable academic achievement across all racial, ethnic, socioeconomic and gender groups
3. Protect fiscal integrity and build fiscal resiliency
4. Foster an outstanding working and learning environment
5. Support student basic needs

These principles can be altered or added to throughout the academic year with a consensus vote of the Board of Trustees. If the Board of Trustees wishes to take a unified position on specific bills during the session, a separate agenda item will be crafted and subsequently voted on as a resolution. NOCCCD retains the right to advocate on behalf of or in opposition to other areas of legislation or specific bills as they arise through the legislative session.

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
Statement of Legislative Principles 2020

This Statement of Legislative Principles is adopted by the Board of Trustees for the North Orange County Community College District on behalf of itself and its three separately accredited institutions: Cypress College, Fullerton College, and North Orange Continuing Education.

This Statement of Legislative Principles provides guidelines for the Chancellor when addressing matters before the federal and state Legislature and Congress, and constitutes the core principles guiding the development of the District's legislative goals.

1. ESTABLISH EFFECTIVE PATHWAYS AND SYSTEMS THAT OPTIMIZE STUDENT ACCESS AND SUCCESS

- Support a broad mission for California community colleges by maintaining a wide spectrum of program offerings addressing different educational goals of students.
- Obtain resources to support pathway programs
- Implement appropriate measures to improve student success
- Support the provision of comprehensive student support services
- Strengthen the academic preparation of K-12 students to support success in college
- Support programs that promote transfers between community college students and four-year institutions
- Support flexibility for dual enrollment and remove barriers as appropriate
- Expand student financial aid opportunities (including, but not limited to, Cal Grants and CA Promise Programs) that reduce the total costs of attending college for students
- Assist students with the application process for attending a community college and transferring to a four-year institution of higher education
- Enhance transparency and data collection by creating a national student unit record data system that can accurately track completion and transfer information as well as the earnings of graduates
- Support high quality online education while minimizing regulatory barriers and additional reporting requirements

2. ENSURE EQUITABLE ACADEMIC ACHIEVEMENT ACROSS ALL RACIAL, ETHNIC, SOCIOECONOMIC, AND GENDER GROUPS

- Close the achievement gap
- Support Dream Act students and efforts to expand the institutional capacity for diversity
- Increase effective delivery of English, ESL, and mathematics basic skills education
- Enhance opportunities for underserved constituencies

- Provide information and support for students, faculty, staff and administrators in the DACA programs to support inclusivity and ensure that the District and its institutions remain a place where all students are provided with an opportunity to fulfill their educational goals and dreams

3. PROTECT FISCAL INTEGRITY AND BUILD FISCAL RESILIANCY

- Support a fair and equitable Student Centered Funding Formula
- Support a fair and equitable full-time Faculty Obligation Number formula
- Equitably fund financial aid for community college students, including reforming financial aid programs (like Cal Grants) to cover total cost of attendance
- Strengthen the District’s ability to use its capital outlay, infrastructure bonds, and property management funds efficiently
- Protect the fiscal integrity of the California Community College system
- Support funding sustainable mechanisms for reducing the unfunded liability in the CalSTRS and the CalPERS programs
- Support backfill of property tax shortfalls
- Support the elimination of duplicative and/or needless regulatory oversight and reporting obligations, and provide adequate funding for the necessary oversight and reporting requirements

4. FOSTER AN OUTSTANDING WORKING AND LEARNING ENVIRONMENT

- Promote the health, safety and welfare of students, faculty, staff and administrators, including mental health support
- Support professional development for faculty, staff and administrators that is designed to support student success inside and outside of the classroom
- Support participatory decision-making principles
- Increase the District’s efforts in sustainable practices, including energy and resource conservation, while retaining appropriate flexibility
- Support a model for alignment of accreditation that improves student outcomes

5. SUPPORT STUDENT BASIC NEEDS

- Help institutions reduce student food insecurity by removing legal barriers and increase student access to food financial aid
- Create more sustainable and effective partnerships to address students’ food and housing access challenges

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	October 8, 2019	Information	X
		Enclosure(s)	X
SUBJECT:	Revised Administrative Procedures		

BACKGROUND: The Administrative Procedures included in this agenda item were reviewed and revised to reflect one or more of the following: content revisions recommended by Chancellor's Staff; content revisions recommended by Jane Wright, CCLC Consultant; and/or grammar corrections. The District Consultation Council reviewed, discussed, and reached consensus on the noted Administrative Procedures on September 23, 2019.

The approved procedures are provided to the Board as information in compliance with Board Policy 2410, Board Policies and Administrative Procedures.

Chapter 2, Board of Trustees

AP 2735, Board Member Travel: This procedure was reviewed as part of the 6-year review cycle and revised to include a minor edit and to cite the corresponding board policies.

Chapter 3, General Institution

AP 3050, Institutional Code of Ethics: This procedure was reviewed as part of the 6-year review cycle and revised to correct the government code section in Section 4.3 and to cite the corresponding board policies and administrative procedure.

AP 3100, Organizational Structure: This procedure was reviewed as part of the 6-year review cycle and revised to identify the Colleges by name in Section 2.0.

AP 3200, Accreditation: : This procedure was reviewed as part of the 6-year review cycle and revised to update the "Reference" section, include minor edits throughout, and cite the corresponding board policies.

AP 3225, Institutional Effectiveness: This procedure was reviewed as part of the 6-year review cycle and revised to update the "Reference" section, add a new Section 2.0 with in compliance with Ed Code Section 78210, and to cite the corresponding board policy.

AP 3250, Institutional Planning: This procedure was reviewed as part of the 6-year review cycle and revised to update the "Reference" section, include minor edits and grammar corrections, and to cite the corresponding board policy.

Chapter 4, Academic Affairs

AP 4010, Academic Calendar: This procedure was reviewed and revised to update the "Reference" section, to update the days of instruction, and to edit Sections 3.0 and 3.4.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive as information the following revised Administrative Procedures:

- **AP 2735, Board Member Travel**
- **AP 3050, Institutional Code of Ethics**
- **AP 3100, Organizational Structure**
- **AP 3200, Accreditation**
- **AP 3225, Institutional Effectiveness**
- **AP 3250, Institutional Planning**
- **AP 4010, Academic Calendar**

The revised Administrative Procedures are available on the District's website, where they are readily accessible by students, employees, and the general public.

AP 2735 Board Member Travel

Reference:

Education Code Section 72423

- 1.0 Board Members are encouraged to participate in activities that increase and enhance their understanding of the community college mission and the role of trustees on a governing board, including serving as advocates for, and representatives of, the NOCCCD. When such participation occurs, board members are encouraged to report on their activities to their fellow trustees, at a regular board meeting.
- 2.0 To support such activities, the Board of Trustees may adopt a fixed amount annually as part of the regular budget process. The fixed amount shall be divided into ninths and allocated according to the following formula:
 - 2.1 Two ninths designated for use by the Board President;
 - 2.2 One ninth designated for each of the six other elected trustees; and
 - 2.3 One ninth divided equally for each student trustee.
- 3.0 Any unexpended funds at the end of the fiscal year will be returned to the General Fund.
- 4.0 Reimbursement for trustee travel expenses shall follow District procedures for staff.

See Board Policy 2735, Board Member Travel; Board Policy 6360, Travel; and Board Policy 7400, Travel and Conference Attendance.

Date of Adoption: June 24, 2003

Date of Last Revision: September 23, 2019 District Consultation Council

AP 3050 Institutional Code of Ethics

Reference:

ACCJC Accreditation Standard III.A.13;
WASC/ACS Criterion 2, Indicator 2.1

- 1.0 **Statement of Purpose:** The North Orange County Community College District (hereinafter “District”) recognizes its responsibility and obligation to the public to conduct its business with honesty, integrity, professionalism, and quality in the performance of those operations and functions necessary to achieve its established mission and philosophy as described in Board Policy. To that end the District is committed to public accountability and transparency.
- 2.0 **Applicability:** The Institutional Code of Ethics applies to all employees of the District.
- 3.0 **Responsibilities:** Employees of the District share the fundamental responsibility to always act with integrity and in a manner that reflects the best interests of the District and its students.
- 4.0 **Standards of Conduct:** Employees of the District shall conform their conduct to the following standards:
 - 4.1 Use of District Resources: District resources shall not be used for other than their intended purpose. Employees of the District shall manage the District’s resources prudently and shall not improperly convert such resources to personal use or for the personal use of another. The District’s resources shall not be offered to another in order to obtain unfair advantage or otherwise offered in a manner or under circumstances that would constitute a violation of law.
 - 4.2 Relationship with Vendors
 - 4.2.1 Employees of the District who have a financial interest in a firm under consideration for business transactions with the District, excluding publicly-traded firms, must disclose the relationship to appropriate District personnel. Such employees shall recuse themselves from participation in decisions related to District business with the firm. In addition, such employees shall disclose the relationship in writing, to the District’s legal counsel to determine that the proposed activity is fair to the District and will not result in the District foregoing revenues, or incurring costs in excess of the costs that would be incurred for goods, property, or services of like quality if acquired from another source.
 - 4.2.2 Under no circumstances may a person described in section 4.2.1 approve a relationship with, order or authorize purchase from, or approve or make payments to an affiliated firm or person on behalf of the District. For the purposes of this paragraph, the terms “person” and “affiliated person” includes an individual’s immediate family members, spouse, and others living within such individual’s household.

AP 3050 Institutional Code of Ethics

- 4.3 Conflict of Interest: Executive administrative personnel and other designated personnel subject to the provisions of the Political Reform Act of 1974 as set forth in Government Code Sections 1090 et seq. have additional responsibilities with reference to contracts and financial decisions made by the District as described in applicable conflict of interest laws, which include the following:
- 4.3.1 Contractual Conflicts: Executive administrative personnel and other designated personnel are prohibited from having a controlling financial interest in any contract made by the District or in any contract entered into in their official capacity. As such, they are prohibited from making, participating in making or in any way attempting to use their official positions to influence a District decision when it is foreseeable that their personal financial interests may be affected by those decisions. If an executive administrator or other designated person determines that he or she has a conflict of interest at some point in the contract-making process, this determination shall be disclosed and he or she shall immediately disengage from the contract process.
- 4.3.2 Obligation to Resolve Conflicts: Executive administrative personnel and other designated personnel have an obligation to examine any situation in which they believe they have a conflict of interest and take steps to resolve the conflict.
- 4.3.4 Disqualification: When a conflict of interest exists, an executive administrator or other designated person who has declared or who has been found to have a conflict of interest in a matter shall refrain from participating in consideration of the matter.
- 4.4 Gratuities
- 4.4.1 No employee of the District shall receive or solicit anything of value in return for influencing or exercising his/her discretion in a particular way on a District matter. In addition, employees of the District are prohibited from accepting or soliciting any gratuity or thing of value (for which a fair market price has not been paid) for or because of any official act performed or to be performed in his/her official capacity with the District.
- 4.4.2 The provision of section 4.4.1 does not prohibit the acceptance of an item having a nominal value or ceremonial gifts received by employees of the District in their official capacity.
- 4.5 Maintenance of Accurate Accounts and Records
- 4.5.1 The accounts and records of the District are maintained in a manner that provides for an accurate and auditable record of all financial transactions in conformity with generally accepted accounting principles, established business practices, and all relevant provisions of controlling law. No false

AP 3050 Institutional Code of Ethics

or deceptive entries may be made and all entries must contain an appropriate description of the underlying transaction.

4.5.2 To the extent not required for daily operating transactions (e.g., petty cash transactions), all District funds must be retained in the appropriate District accounts with appropriately designated financial institutions and no undisclosed or unrecorded fund or asset shall be established or maintained for any purpose.

4.5.3 All reports, vouchers, bills, invoices, payroll information, personnel records, and other essential business records must be prepared with care and honesty, and access to such data shall be closely controlled.

4.5.4 Employees of the District who improperly access District accounts and records or who improperly convert these records and accounts for their own personal purpose or for the personal purpose of another, or who wrongfully disclose such records or accounts will be subject to appropriate sanctions by the District.

4.6 Maintenance of Confidentiality: Employees of the District who may have access to confidential information relating to students, job applicants, employees, and other information of a sensitive nature are expected to take appropriate measures to safeguard confidential or sensitive information and not disclose such information except in the course of their official duties to those who have a legitimate business need to know.

5.0 Employment Practices and Public Relations

5.1 Employees of the District are expected to conform their actions to the requirements of the law and District policy related to their positions and areas of responsibility, and to ethically and effectively carry out their responsibilities. No employee of the District shall engage in any employment practice that is a violation of law or District policy, or use his or her position to intimidate subordinate employees or exact personal favors or things of value (for which a fair market price has not been paid) from subordinate employees.

5.2 Employees of the District are expected to treat other members of the District and members of the public with courtesy, honesty, professionalism, and civility.

See Board Policy 2710, Conflict of Interest; Administrative Procedure 2710, Conflict of Interest; Board Policy 2715, Board Code of Ethics/Standards of Practice; Board Policy 3050, Institutional Code of Ethics, and Board Policy 4030, Academic Freedom.

Date of Adoption: May 24, 2010, Chancellor's Cabinet

Date of Last Revision: September 23, 2019 District Consultation Council
September 14, 2016 Chancellor's Staff
November 26, 2014 Chancellor's Staff

AP 3100 Organizational Structure

Reference:

Education Code Sections 72400;
Title 5, Section 53200

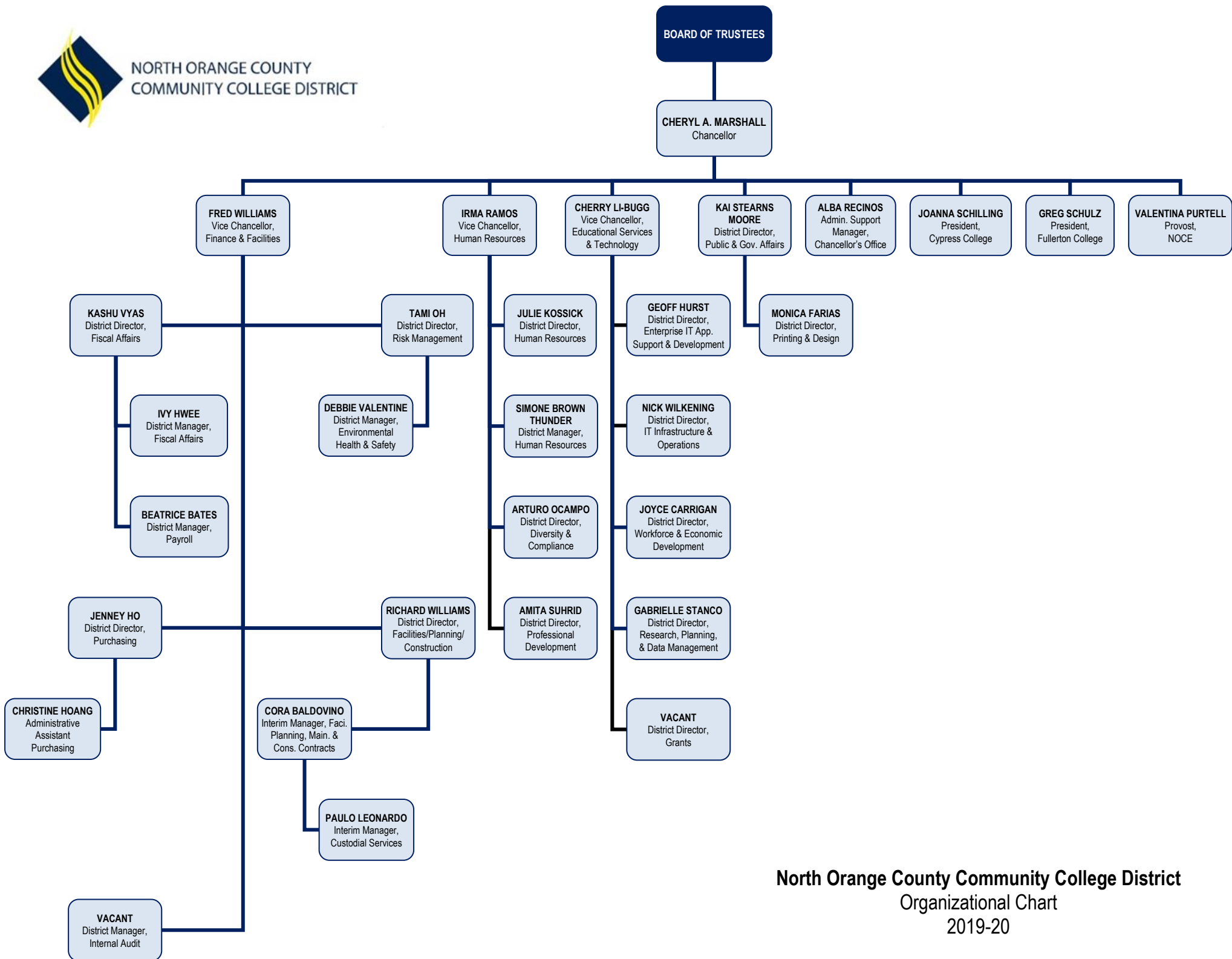
- 1.0 The District's organizational structure shall be as attached.
- 2.0 Revisions to the organizational structure of Cypress College, Fullerton College, North Orange Continuing Education, and the District shall be developed through established collegial consultation processes.

Date of Adoption: March 23, 2004

Date of Last Revision: September 23, 2019 District Consultation Council
September 25, 2017 District Consultation Council



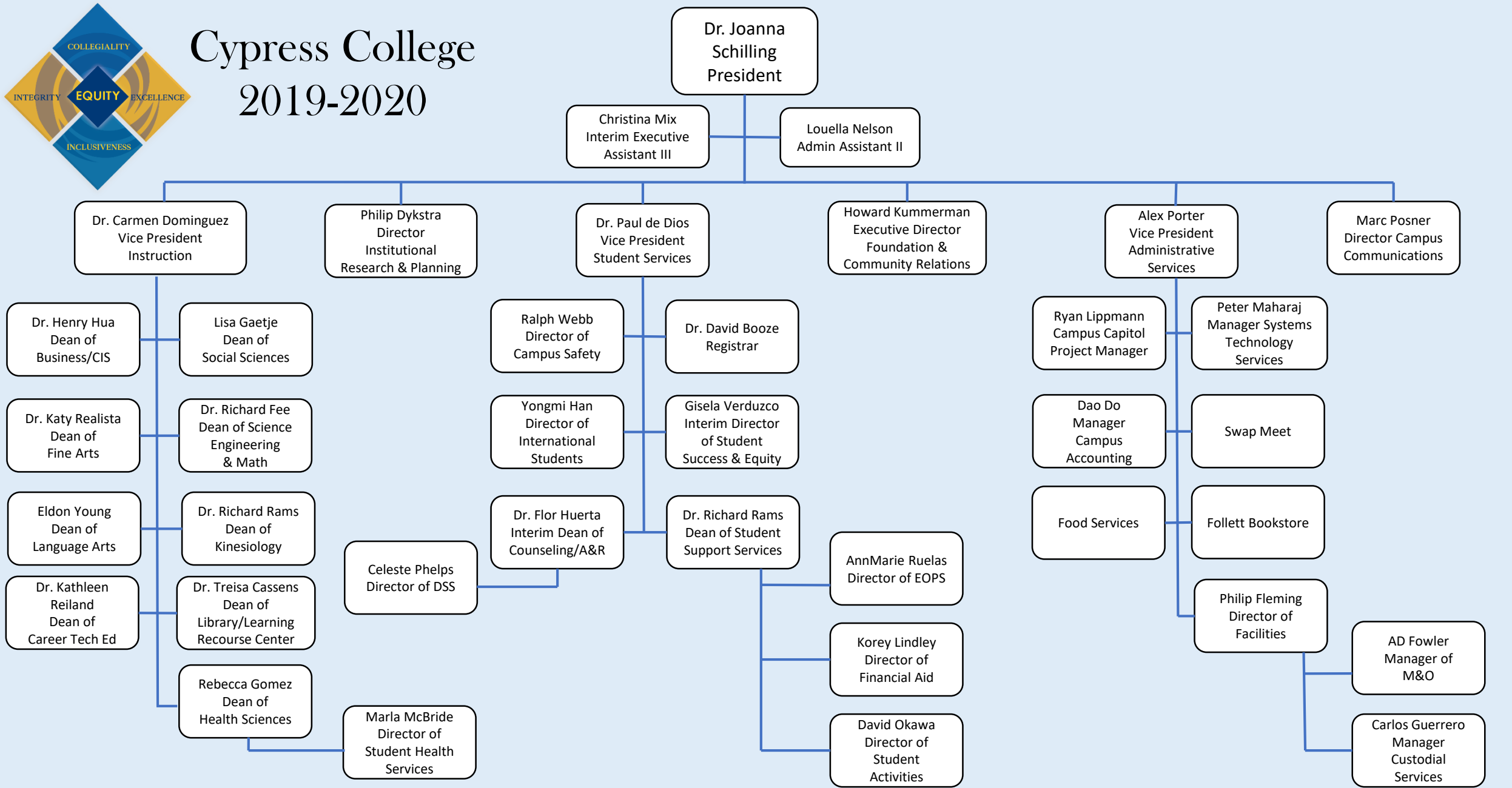
**NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT**





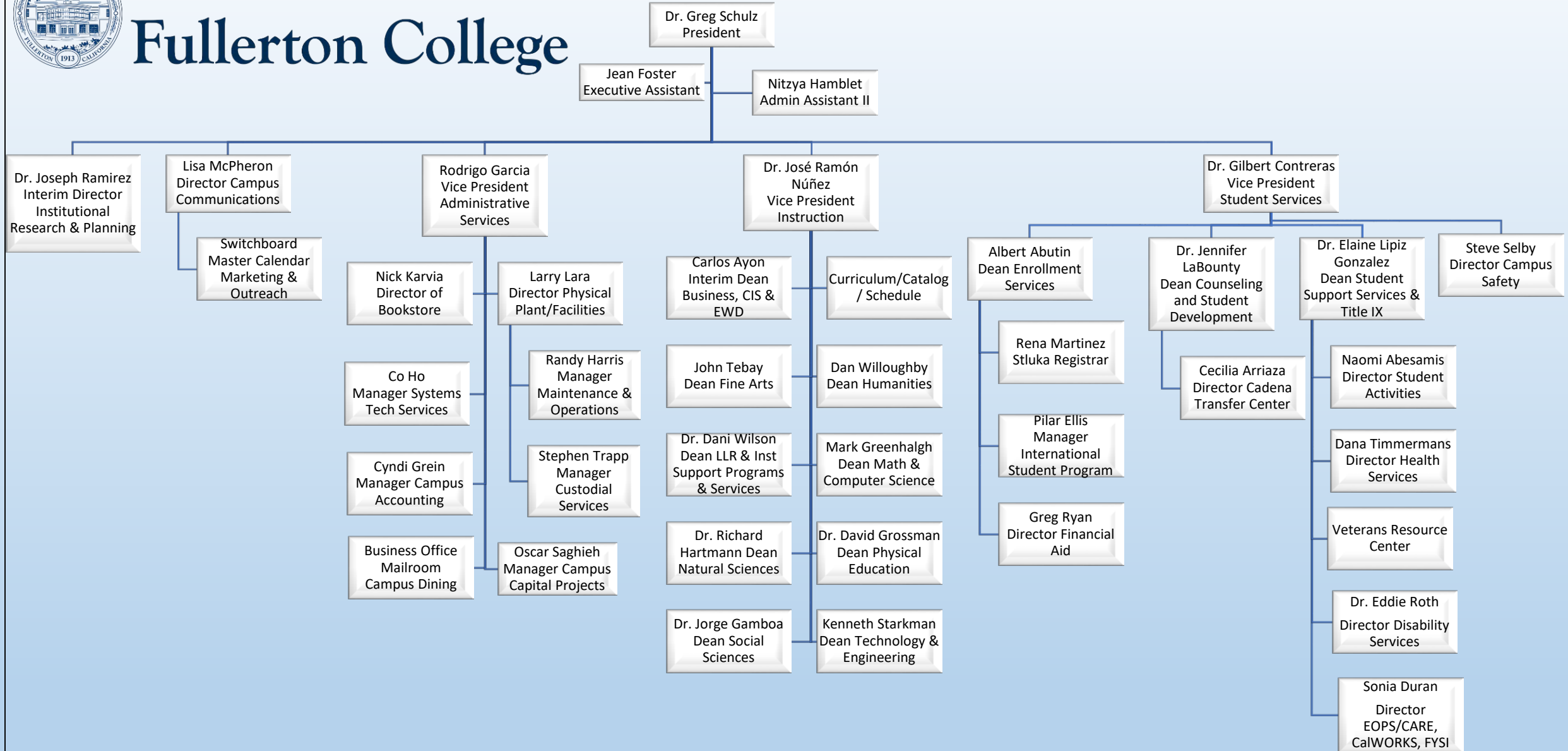
Cypress College

2019-2020



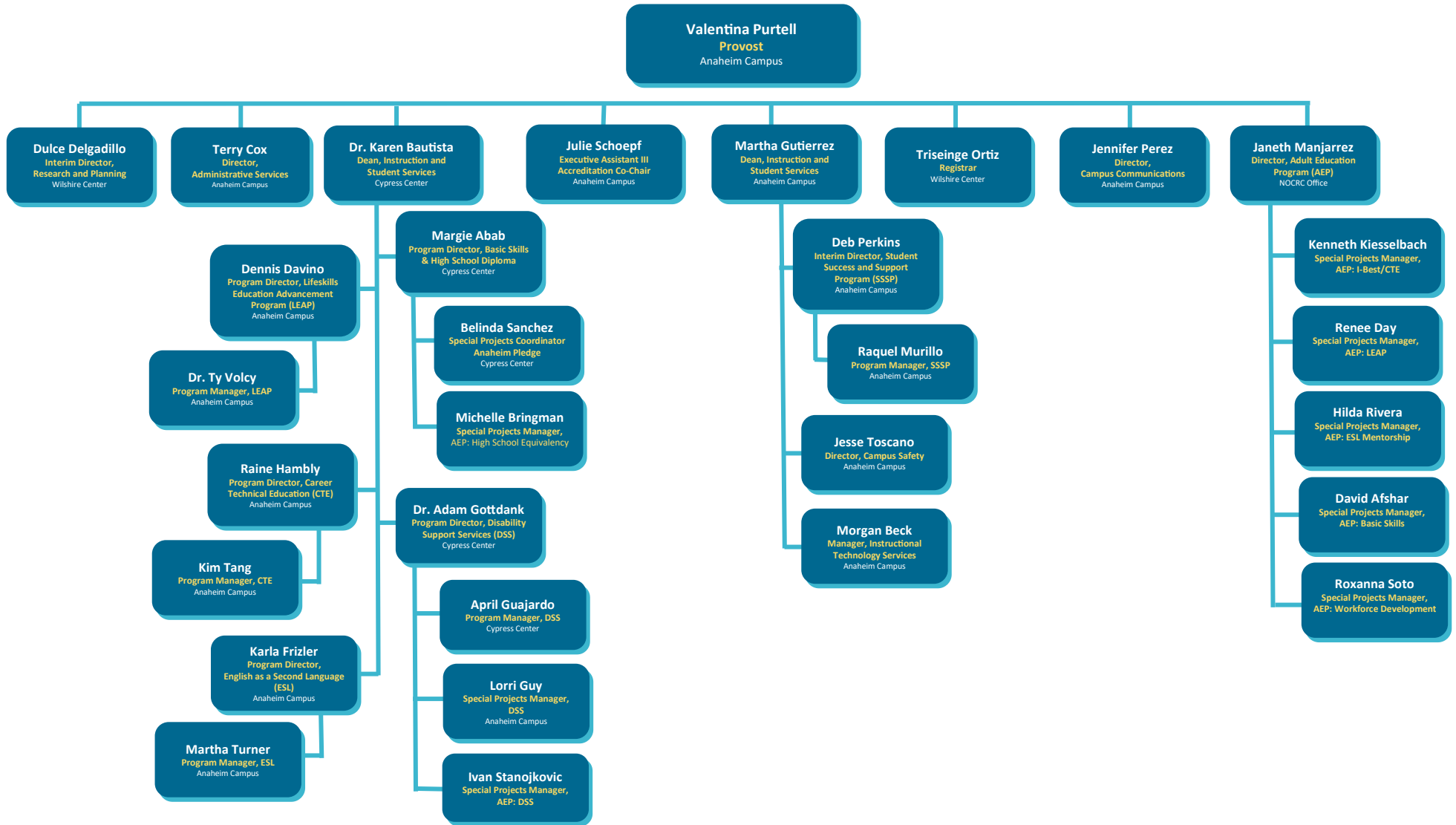


Fullerton College



North Orange Continuing Education

Organizational Chart—2019/20



AP 3200 Accreditation

Reference:

**ACCJC Accreditation Eligibility Requirement 21 and Accreditation Standards I.C.12 and 13;
WASC/ACS Criterion 2, Indicator 2.1 and Criterion 10, Indicator 10.2;
Title 5 Section 51016**

- 1.0 In accordance with the standards of the Accrediting Commission of Community and Junior Colleges (ACCJC), the colleges shall conduct a comprehensive institutional self-evaluation report every seven years and host a visit by an accreditation team. Mandatory midterm reports are prepared and submitted to the Accrediting Commission in the third year of each seven-year cycle.
- 2.0 Those employees who are responsible for the functions related to the accreditation standards must be involved in the institutional self-evaluation report and team visit.
- 3.0 The process for producing the written document that is the Comprehensive Self Evaluation Report must include:
 - 3.1 A Self Evaluation Report Chair, appointed by the President in accordance with campus procedures. If the President selects a faculty member to be the chair, the appointment must be approved by the Academic Senate;
 - 3.2 Accreditation Liaison Officer, appointed by the President;
 - 3.3 Active, campus-wide involvement of administrators, faculty, classified staff, and students;
 - 3.4 District representatives; and
 - 3.5 A Steering Committee.
- 4.0 When the Self Evaluation Report is completed, it must be reviewed and approved by the Board of Trustees prior to submission to the Accrediting Commission a minimum of 45 days prior to the team visit.

See Board Policy 3200, Accreditation and Board Policy 2200, Board Duties and Responsibilities.

Date of Adoption: March 23, 2004

Date of Last Revision: September 23, 2019 District Consultation Council
September 26, 2016 District Consultation Council
November 26, 2014 Chancellor's Staff
June 17, 2014, Chancellor's Staff

AP 3225 Institutional Effectiveness

Reference:

Education Code Sections 78210 et seq. and 84754.6;
ACCJC Accreditation Standards I.B.5-9;
WASC/ACS Criterion 2, Indicator 2.3

- 1.0 All entities in the District shall collaboratively develop, adopt, and publicly post measurable goals that address all of the following: (1) accreditation status; (2) fiscal viability; (3) student performance and outcomes; and (4) programmatic compliance with state and federal guidelines.
- 2.0 All goals should be challenging and quantifiable, address achievement gaps for underrepresented populations, and align the educational attainment of California's adult population to the workforce and economic needs of the state.

See Board Policy 3225, Institutional Effectiveness.

Date of Adoption: August 24, 2015 District Consultation Council

Date of Last Revision: September 23, 2019 District Consultation Council
September 14, 2016 Chancellor's Staff

AP 3250 Institutional Planning

Reference:

**ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5;
Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55510, and 56270
et seq.;**
WASC/ACS Criterion 1, Indicator 1.6 and Criterion 10, Indicators 10.1 and 10.5

- 1.0 The Colleges, North Orange Continuing Education, and District Office, through established committees with representation from faculty, administration, classified staff, and students, will review and recommend planning decisions related to human, physical, technology, and financial resources. Applying the criteria of accreditation standards I and III, the planning process will be guided by adopted vision, mission, and core values statements and will develop specific goals, objectives, and strategies, which have measurable outcomes and specific accountability. Action plans will be reviewed and revised annually and approved by the respective planning bodies.
- 2.0 Institutional effectiveness research, program reviews, and individual unit plans are utilized in the planning process, which is intended to complement and inform the resource allocation process.
- 3.0 The Board of Trustees may assist in developing the general institutional mission and goals for the comprehensive plans through a variety of means, including, but not limited to, the Chancellor's evaluation process, the Board/Chancellor retreat, and any time the Board of Trustees reviews curriculum items.

See Board Policy 3250, Institutional Planning.

Date of Adoption: March 23, 2004

Date of Last Revision: September 23, 2019 District Consultation Council
September 25, 2017 District Consultation Council
September 14, 2016 Chancellor's Staff
November 26, 2014 Chancellor's Staff
November 12, 2008 Chancellor's Staff

AP 4010 Academic Calendar

Reference:

Education Code Section 79020;
Title 5 Sections 5700 et seq. and Section 58142

- 1.0 The academic year consists of 177 days of instruction.
- 2.0 Flexible days are considered part of the 177 days of instruction.
- 3.0 Statutory holidays are observed on the dates noted, or on alternate dates in accordance with Education Code Section 79020, and include:
 - 3.1 New Year's Day (January 1)
 - 3.2 Dr. Martin Luther King, Jr. Day (Third Monday in January)
 - 3.3 Lincoln Day (February 12)
 - 3.4 President's Day (Third Monday in February)
 - 3.5 Memorial Day (Last Monday in May)
 - 3.6 Independence Day (July 4)
 - 3.7 Labor Day (First Monday in September)
 - 3.8 Veterans' Day (November 11)
 - 3.9 Thanksgiving Day (Fourth Thursday in November)
 - 3.10 Christmas Day (December 25)
- 4.0 The Board of Trustees may declare other days to be holidays and close the colleges and offices when good reason exists.

Date of Adoption: June 22, 2004

Date of Last Revision: September 23, 2019 District Consultation Council

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	October 8, 2019	Information	X
		Enclosure(s)	X
SUBJECT:	Revised Board Policies		

BACKGROUND: The Board Policies included in this agenda item were reviewed and revised to reflect content revisions recommended by Jane Wright, CCLC Consultant.

The District Consultation Council reviewed, discussed, and reached consensus on the following revised Board Policies on September 23, 2019:

Chapter 2, Board of Trustees

BP 2735, Board Member Travel: This policy was reviewed as part of the 6-year review cycle and revised to include a minor edit and to cite the corresponding board policies and administrative procedure.

Chapter 3, General Institution

BP 3050, Institutional Code of Ethics: This policy was reviewed as part of the 6-year review cycle and revised to add language in the new Sections 2.1, 2.2, and 2.3, and to cite the corresponding board policies and administrative procedure.

BP 3100, Organizational Structure: This policy was reviewed as part of the 6-year review cycle and revised to make a minor edit to the corresponding administrative procedure.

BP 3200, Accreditation: : This policy was reviewed as part of the 6-year review cycle and revised to update the "Reference" section, include minor edits throughout, and update the corresponding board policy and administrative procedure.

BP 3225, Institutional Effectiveness: This policy was reviewed as part of the 6-year review cycle and revised to make minor edits and update the corresponding administrative procedure.

BP 3250, Institutional Planning: This policy was reviewed as part of the 6-year review cycle and revised to update the "Reference" section; include minor edits and grammar corrections; remove Sections 1.1.5, 1.1.6, 1.1.7, and 1.1.8 due to outdated language; and update the corresponding administrative procedure.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive the following proposed, revised Board Policies, and direct that they be placed on the June 11, 2019 Board meeting agenda for action:

- **BP 2735, Board Member Travel**
- **BP 3050, Institutional Code of Ethics**
- **BP 3100, Organizational Structure**
- **BP 3200, Accreditation**
- **BP 3225, Institutional Effectiveness**
- **BP 3250, Institutional Planning**

Once adopted by the Board of Trustees, the revised policies will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

BP 2735 Board Member Travel

Reference:

Education Code Section 72423

- 1.0 Members of the Board shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board [of Trustees](#).

See Administrative Procedure 2735, [Board Member Travel; Board Policy 6360, Travel; and Board Policy 7400, Travel and Conference Attendance](#).

Date of Adoption: June 24, 2003

BP 3050 Institutional Code of Ethics

Reference:

ACCJC Accreditation Standard III.A.13;
WASC/ACS Criterion 2, Indicator 2.1;
ACCCA Statement of Ethics

- 1.0 The North Orange County Community College District upholds a written code of professional ethics for all of its personnel.
- 2.0 The Chancellor shall establish appropriate administrative procedures in furtherance of the District's expectation and requirement of ethical conduct by employees in carrying out their duties for the benefit of the institution and the public in compliance with all applicable laws, policies, rules, and regulations.

2.1 Employees shall not have a financial interest in any contract made by the Board of Trustees.

2.2 No employee of the District may participate in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent conflict of interest.

2.3 Any employees who manage public investments shall not accept, from any single source in any calendar year, any gifts in excess of the prevailing gift limitation specified in law.

See Board Policy 2715, Board Code of Ethics/Standards of Practice; Administrative Procedure 3050, Institutional Code of Ethics, and Board Policy 4030, Academic Freedom.

Date of Adoption: June 22, 2010

Date of Last Revision: September 14, 2016 Chancellor's Staff

BP 3100 Organizational Structure

Reference:

Education Code Section 72400

- 1.0 The Chancellor shall establish organizational charts that delineate the lines of responsibility and fix the general duties of employees within the District.

See Administrative Procedure 3100, [Organizational Structure](#).

Date of Adoption: March 23, 2004

BP 3200 Accreditation

Reference:

ACCJC Accreditation Eligibility Requirement 21 and Accreditation Standards I.C.12 and 13;
WASC/ACS Criterion 2, Indicator 2.1; [and](#) Criterion 10, Indicator 10.2
Title 5 Section 51016

- 1.0 The Chancellor shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges ([ACCJC](#)), the Accrediting Commission for Schools ([ACS](#)), and of the accrediting bodies of other District programs that seek special accreditation.
- 2.0 The Chancellor shall keep the Board [of Trustees](#) informed of approved accrediting organizations and the status of accreditations.
- 3.0 The Chancellor shall ensure that the Board [of Trustees](#) is involved in any accreditation process in which Board participation is required.
- 4.0 The Chancellor shall provide the Board [of Trustees](#) with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

See Administrative Procedure 3200, [Accreditation](#) and Board Policy 2200, [Board Duties and Responsibilities](#).

Date of Adoption: March 23, 2004

Date of Last Revision: October 25, 2016
November 26, 2014 Chancellor's Staff
May 14, 2014, Chancellor's Staff
April 18, 2012, Chancellor's Staff

BP 3225 Institutional Effectiveness

Reference:

Education Code Sections 78210 et seq., and 84754.6;
ACCJC Accreditation Standard I.B.5-9;
WASC/ACS Criterion 2, Indicator 2.3

- 1.0 The Board [of Trustees](#) is committed to developing goals that measure the ongoing condition of the District's operational environment.
 - 1.1 The Chancellor shall ensure that those goals are established.
- 2.0 The Board [of Trustees](#) regularly assesses the District's institutional effectiveness.
 - 2.1 The Chancellor shall inform the Board [of Trustees](#) about the status of goal setting, implementation, and assessment of the District's institutional effectiveness.

See Administrative Procedure 3225, [Institutional Effectiveness](#).

Date of Adoption: October 13, 2015

Date of Last Revision: September 14, 2016 Chancellor's Staff

BP 3250 Institutional Planning

Reference:

**ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5;
Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, [and](#)
56270, et seq.;**
WASC/ACS Criterion 1, Indicator 1.6, [and](#) Criterion 10, Indicators 10.1 and 10.5

- 1.0 The Chancellor shall ensure that the District has and implements a broad-based comprehensive, systematic, and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.
 - 1.1 The planning system shall include plans required by law, including, but not limited to:
 - 1.1.1 Long-range Educational or Academic Master Plan
 - 1.1.2 Facilities [Plan](#)
 - 1.1.3 Equal Employment Opportunity Plan
 - 1.1.4 Student Equity [and Success Plan](#)
 - ~~1.1.5 Student Success and Support Program Plan~~
 - ~~1.1.6 Transfer Center~~
 - ~~1.1.7 Cooperative Work Experience~~
 - ~~1.1.8 Extended Opportunity Program & Services (EOPS)~~
- 2.0 The Chancellor shall submit to the Board [of Trustees](#) those plans for which Board approval is required by Title 5.
- 3.0 The Chancellor shall inform the Board [of Trustees](#) about the status of planning and the various plans.
- 4.0 The Chancellor shall ensure the Board [of Trustees](#) has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

See Administrative Procedure 3250, [Institutional Planning](#).

Date of Adoption: March 23, 2004

Date of Last Revision: September 14, 2016 Chancellors' Staff
November 26, 2014, Chancellor's Staff
February 25, 2014
November 12, 2008 Chancellor's Staff

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 8, 2019
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? This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Cheryl Marshall

Recommended by

Approved for Submittal

6.d

Item No.