



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

MEETING: Regular Meeting in September 2016

DATE: Tuesday, September 13, 2016, 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 Section 4**
- e. **Consider Personnel block-vote items indicated by [] in Section 5**
Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.

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

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

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

2. a. **Approval of Minutes of the Regular Meeting of August 23, 2016 and the Special Closed Session Meeting of August 27, 2016.**

b. **CLOSED SESSION: Per the following sections of the Government Code:**

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

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

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Provost, School of Continuing Education

Per Section 54957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Chancellor

Per Section 54956.9(a) CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: Two (2) Potential Cases

Per Section 54956.9(d)(2): SIGNIFICANT EXPOSURE TO LITIGATION

**Claimant: Kevin Robinson
Agency Claimed Against: NOCCCD**

Per Section 54956.9(d)(2): SIGNIFICANT EXPOSURE TO LITIGATION

**Claimant: Maria Ramos
Agency Claimed Against: NOCCCD**

Per Section 54956.9(a) CONFERENCE WITH LEGAL COUNSEL: WC CLAIMS

**Claimant: Ines Beilke
Agency Claimed Against: NOCCCD**

3. PUBLIC HEARING

a. It is recommended that after the public hearing the Board adopt the 2016-2017 Proposed Budget, approve the Gann Appropriation Limit, and adopt a resolution to certify the approval of entering into agreements and any amendments with the California Department of Education. **(The Resolution is available for review in the District's Business Office.)**

4. FINANCE & FACILITIES

- a. Authorization is requested to design a new Science, Engineering, and Mathematics Building at Cypress College without Leadership in Energy and Environmental Design (LEED) commissioning. Rather, the building shall be designed and constructed to meet the California Green Building Standards Code, Title 24, part 11.
- [b] Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2017 Summer Study Abroad Program in London, England. A signed copy of the travel contractor agreement will be on file in the District's Business Office.
- [c] Authorization is requested for Fullerton College to rent the Campus Theatre to Pathways of Hope on February 9, 2017, and allow them to sell alcoholic beverages to attendees.
- d. Authorization is requested to award RFQ #2016-17, Network Assessment, to WTC Consulting, Inc.

5. HUMAN RESOURCES

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

- Retirement
- Change in Salary Classification
- Additional Duty Days @ Per Diem
- Independent Learning Contracts
- Leaves of Absence
- Temporary Academic Hourly

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

- Retirement
- Resignation
- Change in Resignation Date
- Probationary Release
- New Personnel
- Promotion
- Voluntary Changes in Assignment
- Professional Growth & Development
- Leaves of Absence
- Administrative Leave of Absence With Pay
- Suspension Without Pay for Disciplinary Action

- [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 authorization to enter into a contract with Lincoln Financial Group to administer group insurance for Basic Life and Accidental Death and Dismemberment (AD&D) for all benefit eligible employees.

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>
		Resolution	<u>X</u>
DATE:	September 13, 2016	Information	<u></u>
		Enclosure(s)	<u>X</u>
SUBJECT:	Public Hearing and Adoption of the Proposed Budget FY 2016-2017		

BACKGROUND: Pursuant to §58301 of Title 5 of the California Code of Regulations and in accordance with Board Policy 6200, Budget Preparation, the North Orange County Community College District (NOCCCD) shall hold a public hearing on the Proposed Budget prior to the Board adopting the budget. The 2016-2017 Proposed Budget is based on the best information available at the time of budget preparation. As such if future budget adjustments/revisions are needed after the preparation of the budget book, these adjustments will be brought to the Board for approval at a later date, as staff has done in the past.

This year's budget book, which accompanies this agenda, contains the following:

- General information, which contains organizational charts of all budget centers of the District. Also included in this section is the District's Financial Policies;
- Budget narrative, which explains the assumptions used to prepare the 2016-2017 Proposed Budget and a matrix identifying funds allocated to Strategic Directives with a General Fund Budget totaling \$306,038,511;
- General Fund Summary, which shows revenues and expenditures budgeted for 2016-2017 compared with 2015-2016 actuals, General Fund Summary by Fund Type, which shows the budgeted 2016-2017 categorized by Prior Year Funds, Current Year Funds, Self-Supporting Funds, and Categorical Funds;
- General Fund Ongoing Revenues and Expenses, which compare the 2015-2016 "ongoing" budgets against 2016-2017 Proposed Budget information. This schedule shows that NOCCCD has an ongoing surplus of \$73,676;
- General Fund Revenue Detail, which shows a line-item comparison between the estimated 2016-2017 revenues and 2015-2016 actuals;
- General Fund Summary by site, which shows the total General Fund expenditures categorized by District-wide, District Services, Information Services, Cypress College, Fullerton College, and the School of Continuing Education, including a narrative by budget center of budget priorities and planning items in accordance with the District-wide Strategic Plan;
- Current-year Grant Detail, which shows the Grant Budgets by site for the General, Child Development, and Financial Aid funds. Also, in this section is a short description of each of the grants;
- Analysis of the General Fund Ending Balances as of June 30, 2016, including a narrative by budget center of the use of carry-over funds;

- Comparison of the Proposed General Fund Budget with the preceding four fiscal years;
- Budget for Other District Funds, which shows the budget for the Bond Fund, Capital Outlay Fund, Child Development Fund, Financial Aid Fund, Retiree Benefit Fund, and the Self-Insurance Fund. Also, in this section is a listing of Bond and Capital Outlay projects;
- Budget for Auxiliary Funds, which shows the budget for Associated Students, Bookstores, Bursar Operations, Campus Services, Class Related Program Activities, Food Services, and Student Representation Fee;
- Hospitality expenditures for 2015-2016 and Hospitality budgets for 2016-2017; and
- CCFS-311 (Financial and Budget Report). This section also includes an explanation of the various sections of the report and the Gann Appropriation Limit. The Gann Appropriation Limit sets limitations of expenditures for state and local governments. For our District, the limitation is \$333,534,020 compared with our appropriations subject to the limit of \$170,097,554. This means our District's spending ability is \$163,436,466 under the limit.

In addition, Fullerton College Child Care Grants totaling \$101,280 which are included in this Proposed Budget, require a formal resolution be adopted by the Board. This resolution is to certify agreements with the California Department of Education to provide child care and development services to low-income children and their families, and to update facilities and equipment in the child care center. This agenda item was submitted by Kashu Vyas, Interim 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: After Board approval of the 2016-2017 Proposed Budget, the budget balances will be rolled into Banner and will become the Operating Budget for the fiscal year. Any subsequent budget transfers requiring Board approval and/or budget adjustments/revisions will be brought forward separately.

RECOMMENDATION: It is recommended that after the public hearing the Board adopt the 2016-2017 Proposed Budget with a General Fund Budget totaling \$306,038,511 and associated funds as summarized in the Proposed Budget Book. It is further requested that the Board approve the Gann Appropriation Limit, which is \$333,534,020. In addition, it is recommended that the Board adopt a resolution to certify the approval of entering into agreements and any amendments with the California Department of Education and to authorize the Vice Chancellor, Finance & Facilities, or the District Director, Fiscal Affairs, to sign contract documents for fiscal year 2016-2017.

Fred Williams

 Recommended by

 Approved for Submittal

3.a.2

 Item No.

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2016/17.**

BE IT RESOLVED that the Governing Board of the North Orange County Community College District authorizes entering into local agreement number/s CSPP-6328 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Cheryl A. Marshall</u>	<u>Chancellor</u>	_____
<u>Fred Williams</u>	<u>Vice Chancellor, Finance & Facilities</u>	_____
<u>Kashmira Vyas</u>	<u>Interim District Director, Fiscal Affairs</u>	_____

PASSED AND ADOPTED THIS 13th day of September 2016, by the Governing Board of the North Orange County Community College District of Orange County, California.

I, Jacqueline Rodarte, Clerk of the Governing Board of the North Orange County Community College District, of Orange County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a September 13, 2016, meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: September 13, 2016 Information _____
Enclosure(s) _____
SUBJECT: Consideration of LEED Certification Options for
the New Science, Engineering, and Math
Building at Cypress College

BACKGROUND: The District is evaluating the feasibility of Leadership in Energy and Environmental Design (LEED) Certification for the Cypress College Science, Engineering and Math Building. LEED is a third-party certification program. It is a nationally accepted organization that oversees and certifies the design, operation, and construction of high performance green buildings. In California, most buildings meet the minimum LEED certification by designing and building the project to the current California Green (CalGreen) Building Standards Code, Title 24, part 11. Added construction costs to achieve certification can vary greatly ranging from minimal costs to over \$6.3 million dollars, based on the LEED certification level the District might be seeking.

Many of the commissioning agents are treating the Code-required CalGreen commissioning and LEED fundamental commissioning to be the same, largely because they are looking at the equipment which translate to energy efficiencies. However, there is an extra cost for enhanced LEED commissioning. The cost of obtaining the option to have the SEM Project certified for enhanced LEED commissioning was provided by LPA, Inc. and is included below.

The following chart summarizes the **Estimated Construction Cost** increases with the desired LEED level certification, not including soft costs or reflective of total project cost.

Certification Level	Minimum Points out of 100 possible to meet Certification Levels	Additional Documentation Costs	Additional Commissioning Costs	% increase in Total Construction Costs	Total Increased Estimated Construction Costs based on Estimated \$73,020,00
CalGreen Uncertified	No point system used	\$0	\$65,000 (code required)	\$0 Required by California	\$0
Silver Uncertified= 15% to 20% above CalGreen	No point system used	\$0	\$65,000 (code required)	\$0 Required by District Standards	\$0
Certified	40-49	\$48,000	\$90,000	0% to 2.5%	\$0 to \$1.9 million
Silver	50-59	\$60,000	\$90,000	2.5% to 3.3%	\$1.9 million to \$2.5 million
Gold	60-79	\$60,000	\$90,000	3.3% to 5%	\$2.5 million to \$3.65 million
Platinum	80+	\$68,000	\$115,000	5% to 8.5%	\$3.65 million to \$6.3 million

Additional Architect Fees:

LEED Documentation Services \$ 65,000.00

Note: This does not include Engineer consultant fee increases or other professional consultants' fees for LEED. This increased costs only reflect the Architect's fees.

Additional LEED Review and Plaque Costs:

- 1. United States Green Building Council (USGBC) Review \$ 4,000.00
- 2. LEED Plaque \$ 350.00

Total Review and Plaque Costs: \$ 4,350.00

It is, therefore, requested to design and construct the new Science, Engineering, and Mathematics Building at Cypress College without Leadership in Energy and Environment Design (LEED) commissioning as designing and constructing the building to meet the California Green Building Standards Code, Title 24, part 11, will be equivalent to a LEED Certified building. This agenda is submitted by Susan Rittel, Cypress College Project Manager Campus Capital Projects.

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: Without LEED certification, no financial impact would be charged to the Cypress College Science, Engineering and Math Building Project. With LEED certification, additional fees will be charged to the Measure J Bond Program at the expense of other projects.

RECOMMENDATION: Authorization is requested to design and build a new Science, Engineering, and Mathematics Building at Cypress College without Leadership in Energy and Environmental Design commissioning. Rather, the building shall be designed and constructed to meet the California Green Building Standards Code, Title 24, part 11.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: September 13, 2016 Information _____
Enclosure(s) _____
SUBJECT: District Study Abroad Program
Summer 2017 - London, England

BACKGROUND: American Institute for Foreign Study (AIFS) is being recommended to handle all accommodations including travel arrangements for the proposed Summer 2017 Study Abroad Program in London, England.

The proposed Summer 2017 Study Abroad Program will begin on June 14, 2017, and end on July 15, 2017. The program will be open to all Cypress College and Fullerton College students who are in good standing and have completed a minimum of 12 units.

This Agenda Item was submitted by Dani Wilson, Dean of the Library/Learning Resources Instructional Support Programs and Services, and Administrator of the Fullerton College Study Abroad Program.

How does this relate to the five District Strategic Directions: This Study Abroad Program supports District Strategic Directions 1 and 5 by requiring completion of ENG100 with a grade of C or better prior to application, offering transfer-level courses to contribute to the improvement of the rates of completion and transfer-readiness requirements, and the development of collaborative projects and partnerships within the district (Cypress College), within the community (neighboring colleges and universities) and within the community at-large (vendor AIFS).

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

FUNDING SOURCE AND FINANCIAL IMPACT: Students will pay a basic program fee of \$4,940 which includes housing, round trip flight, some meals, travel excursions, and orientation.

RECOMMENDATION: Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2017 Summer Study Abroad Program in London, England. The basic program fee of \$4,940, which is to be paid by each student, includes housing, round trip flight, an orientation, support staff, travel excursions, a travel pass in London, and some meals.

Authorization is requested for the Vice Chancellor, Finance & Facilities, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District's Business Office.

Greg Schulz

Recommended by

Approved for Submittal

4.b

Item No.



AMERICAN INSTITUTE FOR FOREIGN STUDY

PROPOSAL FOR NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, FULLERTON COLLEGE AND CYPRESS COLLEGE 5 WEEK LONDON CUSTOMIZED, FACULTY-LED PROGRAM – SUMMER 2017

Depart U.S.: Wednesday, June 14, 2017
Arrive London: Thursday, June 15, 2017
Depart London: Saturday, July 15, 2017

PROGRAM COMPONENTS INCLUDED IN THE STUDENT FEE

- A transportation package consisting of round-trip airfare between (Los Angeles – London – Los Angeles) and round-trip transfers overseas between the airport and the housing in London excluding mandatory U.S. government and airline-imposed departure taxes, fees and fuel surcharges (estimated at \$733) for which for which students will be billed separately. (*Please see Airfare Conditions.*)
- Accommodation in a homestay with accommodation in twin bedded rooms on a bed and breakfast basis with access to kitchen facilities for the preparation of all other meals. *A list of all rooming assignments will be made available to students two weeks prior to the start of the program.*
- An orientation program in London consisting of an orientation meeting with AIFS staff, student information packet including comprehensive student handbook, local area information, workshops about life in London, safety and security and the differences the students will encounter.
- An introductory half-day sightseeing tour of London by private coach with the services of a professional Blue Badge guide.
- One classroom to accommodate up to 30 students for use from 9am to 1pm Monday through Thursday according to the class schedule. The classrooms will be quiet, well-lit and properly ventilated with white boards and audio-visual equipment (laptop with internet, multi-media projectors, screen, US format DVD player, CD). The classroom will remain the same for the duration of the program.
- A London Transport travel card valid on buses, underground and overground trains in the central 3 zones of the London Transport system.
- Guided visits to Westminster Abbey, the Tower of London and the British Museum including entrances where levied.



- Groundling (standing) tickets for a performance at Shakespeare's Globe Theatre. *The Summer 2017 schedule will be released in January 2017 and the production will be agreed with the NOCCCD faculty member. Please note the faculty member will receive a seated ticket.*
- A program of subsidized social and cultural activities will be arranged by AIFS staff. These may include events such as walking tours, a sporting event and the Harry Potter studio tour.
- A three-day, two-night excursion by train (roundtrip standard class tickets) to the Lake District with accommodation in multi-bedded rooms on a bed and breakfast basis in a tourist class hotel or hostel for two nights. This excursion will include the services of an AIFS tour manager, local guides, a group dinner and academic visits and entrances related to literary figures such as William Wordsworth and Beatrix Potter.
- A full-day guided excursion from London to a site such as Oxford due to its links with C S Lewis. Other options include, but are not limited to Cambridge, Bath, Stonehenge and Salisbury and Brighton. This excursion will include round trip transport by private coach, the services of a professional Blue Badge guide and entrances. *AIFS will agree the location of this excursion in consultation with the NOCCCD faculty member.*
- An inspection visit for one NOCCCD representative including one round-trip airline ticket to London and four nights in a single room in a hotel with continental breakfast included. Transfers to and from the airport in London will also be provided.
- A \$150 NOCCCD student fee. \$100 goes to the Fullerton College Campus Study Abroad Bursar's Account for continuing costs and promotion of the study abroad program. It is the program's intent to encourage student participation and cultural awareness with direct personal contact with individuals and communities within the country of study. Therefore, \$50 will be allocated for student activities including, but not limited to, fees for cultural and recreational activities as jointly agreed upon by the NOCCCD on-site faculty and vendor on-site coordinator.
- Access for students and faculty to the wifi-enabled AIFS Student Center in London with a team of AIFS Student Advisors and an AIFS Program Coordinator. These staff will work with the NOCCCD faculty and students to provide information, personal advising/counseling and a 24-hour emergency contact service. A computer lab is also available for students who do not bring their own laptops / tablets.
- Student medical and program fee refund insurance policies, as outlined in the AIFS insurance brochure. Coverage includes \$100,000 accidental medical expense and



\$10,000 accidental death payment plus 24-hour emergency care assistance during the program and repatriation in cases of verified emergency beyond the students' control.

- Accounting / billing services in the U.S.
- Pre-departure information services and a toll-free contact number in the U.S.
- Promotional materials including approximately 1500 brochures.
- Advance planning services of the AIFS program headquarters.

FACULTY BENEFITS INCLUDED IN THE STUDENT FEE

Faculty support services (target enrollment 20 students with 1 faculty member) as listed below:

- Round-trip flights between Los Angeles and London on the scheduled group flight. Alternatively, faculty may wish to make their own flight arrangements. In this situation AIFS will reimburse the NOCCCD faculty the optional student airfare fee once the program has departed the U.S.
- AIFS will provide the NOCCCD faculty member with a self catering studio or one bedroom apartment in London with free wireless Internet access
- Full participation on all activities scheduled on the itinerary, on the same basis as the students, including transfers, entrances, sightseeing tours, etc.
- AIFS will provide the NOCCCD faculty member with a travel pass for use in the central two zones of the London Transport system.
- AIFS will provide the NOCCCD faculty member with access to a shared faculty office and computer and a pay-as-you-go cell phone for use in London. *Please note that the cost of calls will be the responsibility of the faculty member.*

Faculty benefits are paid in full for an enrollment of 20 paying students or more, or pro rata for a lower enrollment.

FEES

Based on an enrollment of **20 to 24 paying student participants with 1 faculty member**, for the services specified above, the fee per person is **\$4940**.



Based on an enrollment of **25 to 29 paying student participants with 1 faculty member**, for the services specified above, the fee per person is **\$4840**

Based on an enrollment of **30 or more paying student participants with 1 faculty member**, for the services specified above, the fee per person is **\$4740**.

Should NOCCCD wish to run this program with an enrollment below **20** paying student participants, it would be necessary either to add a supplement to the fee above or to remove some components from the program. AIFS would discuss these options with NOCCCD.

These fees are guaranteed not to change as a result of fluctuations in the \$ exchange rate. AIFS will charge a \$35 returned check fee on each check returned by the bank for insufficient funds.

WHAT IS NOT INCLUDED?

The above fee does not include the following items:

- × Airline taxes and fuel surcharges, estimated at \$733
- × \$125 refundable damage deposit
- × Passport or visa fees if applicable
- × Meals other than those listed
- × Personal expenses
- × NOCCCD tuition
- × Textbooks
- × Additional fieldtrips and excursions to those listed
- × Insurance for faculty
- × Anything not specified

OPTIONAL COMPONENTS

- Optional Extra Protection Insurance Coverage, including increased medical insurance (\$65) and/or personal effects insurance (\$90) as outlined in the AIFS insurance brochure.

PROGRAM APPLICATION PROCEDURE AND BILLING

We recommend the promotion of and initial receipt of deposits for this program as early as possible.

Penalties apply to changed program bookings after Tuesday, March 21, 2017. Therefore AIFS would require NOCCCD to collect the application forms and deposits of \$450 per student and to forward them to AIFS by Tuesday, March 21, 2017. AIFS would then bill the individual student for the balance of fees owing. Full payment and confirmation of final numbers must be received



by Thursday, April 20, 2017. Please note that these are not postmark dates but the dates by which funds must arrive in the AIFS Connecticut office.

AIFS also offers an online enrollment option. Online forms must be approved no later than Tuesday, March 21, 2017.

AIFS reserves the right to withdraw students who are not paid in full by the final payment deadline. AIFS can accept applications after Tuesday, March 21, 2017, but cannot guarantee program costs after this date.

Students applying after the application deadline date of Tuesday, March 21, 2017, can only be accepted on a space-available basis.

AIRFARE CONDITIONS

AIFS will reserve spaces according to information on the student application form. Once airline tickets have been issued to students, they can only be changed directly with the issuing agent once the student is abroad – agent and airline-imposed penalties apply.

AIFS cannot arrange airline tickets for students applying after Tuesday, March 21, 2017, AIFS is financially committed to any confirmed airline seats from Friday, March 3, 2017, and therefore, an airfare review will take place prior to this date. AIFS requests that NOCCCD provide an indication of how many students intend to participate on the program. However, should NOCCCD subsequently decide to offer the program but arrange their own student airfare, then AIFS must be notified before Friday, March 3, 2017, and will be able to provide a land only fee.

REFUND POLICY

If a student withdraws:

S/he receives a refund of:

On or before Tuesday, March 21, 2017	All fees paid less the \$150 processing fee and any non-refundable deposits paid by the student or by AIFS on the student's behalf.
After Tuesday, March 21, 2017, but on or before Thursday, April 20, 2017	All fees paid less the \$450 deposit and any non-refundable deposits paid by the student or by AIFS on the student's behalf.
After Thursday, April 20, 2017	No refund, and the total program fee is due.
Once the program has begun	No refund, unless AIFS suspends the program.
Because of covered medical reasons	All fees paid less the \$150 processing fee and \$125 insurance premium.

Please note that any student who is academically withdrawn by his or her home institution after their application has been processed by AIFS is subject to the standard refund policy.



It is understood that NOCCCD will not cancel the program if the necessary minimum number of participants have been enrolled by Tuesday, March 21, 2017, unless NOCCCD determines there are safety and / or security concerns for its students traveling to London based on information from the U. S. State Department.

In the event of the program being canceled, AIFS will:

- If the program has not started, either make suitable alternative arrangements, or cancel the program and refund all fees paid.
- If the program has started, suspend the program and fly the students home. If students are returned home, they will receive a pro-rata rebate of fees paid to AIFS for the proportion of the program not completed, less the \$150 processing fee, \$125 insurance premium, and any costs incurred flying the student home.

AIFS RESPONSIBILITIES

AIFS will monitor U.S. State Department terrorist warnings for foreign travel and outbreaks of disease and notify NOCCCD and the on-site individuals in the event any travel warnings are issued for the United Kingdom and/or its surrounding countries.

AIFS agrees to defend, indemnify, and hold harmless North Orange County Community College District/Fullerton College, its Board, officers, agents, employees and students from any and all losses, costs, and expenses (including reasonable attorneys' fees) arising out of any liability or claims of liability for personal injury, bodily injury to persons (including death) and damage to property sustained or claimed to have been sustained arising out of activities of AIFS, its officers, agents, employees or subcontractors.

LIABILITY INSURANCE

AIFS will maintain, at its own cost, liability insurance during the term of this Agreement with the following minimum coverage and agrees to name North Orange County Community College District/Fullerton College, its Board, officers, agents and employees as an additional insured:

Commercial General Liability Insurance (in U.S. dollars)

Each occurrence (Combined Single limit for both bodily injury & Property damage)	\$1,000,000
Fire damage	\$100,000



Personal & Advertising Injury	\$1,000,000
Products/Completed Operations	\$1,000,000
General Aggregate limit	\$2,000,000
Excess Liability Coverage	\$50,000,000

ACCEPTANCE OF PROPOSAL

AIFS requires written acceptance of this proposal as soon as possible in order to prepare program materials, make the relevant bookings and to guarantee the price quoted. Please sign and date below to confirm that the components listed in this proposal fulfill your program requirements. This will enable us to prepare your program materials accurately.

A confirmation in writing is required by Friday, September 2, 2016. Please sign and date below, and fax or scan and email this document in its entirety to Sharon Secki, Director of Admissions, AIFS, Customized Faculty-Led Programs in Stamford, CT, at 203-399-5597, or ssecki@aifs.com

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
PROPOSAL ACCEPTED BY**

TITLE Vice Chancellor, Finance & Facilities

NAME Fred Williams

SIGNATURE _____

DATE _____

**AMERICAN INSTITUTE FOR FOREIGN STUDY, INC.
PROPOSAL ACCEPTED BY**

TITLE _____

NAME _____

SIGNATURE _____

DATE _____

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 13, 2016 Resolution
Information
Enclosure(s)
SUBJECT: Fullerton College Theatre Rental and Use of Alcoholic Beverages

BACKGROUND: On February 9, 2017, Fullerton College proposes to rent the Fullerton College Campus Theatre to Pathways of Hope for a fundraiser. The 2017 “Look Who’s Dancing” fundraiser will be held from 6:00 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 6:00 p.m. to 7:00 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.

How does this relate to the five District Strategic Directions? This related 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: This event is expected to bring in \$5,500 for the college as rental income.

RECOMMENDATION: Authorization is requested for Fullerton College to rent the Campus Theatre to Pathways of Hope on February 9, 2017, and allow them to sell alcoholic beverages to attendees. Authorization is further requested for the Fullerton College President to execute this agreement.

Greg Schulz
Recommended by

Approved for Submittal

4.c
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	
DATE:	September 13, 2016	Information	
SUBJECT:	Award RFQ #2016-07, Network Assessment	Enclosure(s)	

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

1. Replace Core Switches
2. Provide a more responsive support structure
3. Prepare for cloud computing.

The goals for the design of a new single network across the District that were approved by the Board at that time were:

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

Subsequent to the approval by the Board a District-wide committee was formed to evaluate vendors for the Network Assessment Phase composed of faculty, students and staff from the Academic Computing departments at the campuses and Information Services at the District. The District-wide network project consists of four phases:

1. Network Assessment – Assess current network and identify options
2. Network Design – Evaluate future needs and specifications
3. Procurement – Secure equipment and training
4. Implementation – Plan, execute the acquisition of hardware and software, staff training.

A Request for Qualifications for the Network Assessment was issued and advertised. On June 9, 2016, the District received 4 proposals from the following companies all of which were more than the \$100,000 estimated cost:

Company	Contract Type	Price
AT&T	Time and Materials	\$104,000
PlanNet Consulting	Fixed Price	\$200,000
Vantage Technology Consulting	Fixed Price	\$158,944
WTC Consulting, Inc.	Fixed Price	\$130,000

The committee used an evaluation matrix, scoring each firm on the following criteria:

4.d.1

 Item No.

- Completeness and comprehensiveness of the RFQ
- Schedule feasibility
- Quality of references
- Resources provided
- Higher education experience
- Ability to execute

The top two (2) scoring firms, Planet Consulting and WTC Consulting, Inc. were invited to interview and reference checks were performed. The Gartner Group, a technology research and consulting firm, was also invited to evaluate the two finalist proposals. It was the consensus of the Committee and The Gartner Group that WTC Consulting, Inc. be recommended as the consultant for the Network Assessment.

This agenda item was prepared and submitted by Deborah Ludford, District Director, Information Services.

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

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse and Board Policy 3720, Computer and Electronic Communications Systems.

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this project is from Capital Outlay funds.

RECOMMENDATION: Authorization is requested to award RFQ #2016-07, Network Assessment, to WTC Consulting, Inc. in the amount of \$130,000. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Purchasing, to execute the agreement on behalf of the District.

Deborah Ludford
Recommended by

Approved for Submittal

4.d.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 13, 2016 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
September 13, 2016

Diep, Christie	CC	English Instructor From: Class D To: Class E Eff. 08/19/2016
Dravigne-Lehman, Katrina	FC	Reading Instructor (ADJ) From: Column 2, Step 1 To: Column 2, Step 2 Eff. 08/22/2016
Evans, Tracy	FC	Anthropology Instructor (ADJ) From: Column 1, Step 4 To: Column 1, Step 5 Eff. 08/22/2016
Furlong, Eric	FC	Business Instructor (ADJ) From: Column 3, Step 1 To: Column 3, Step 2 Eff. 08/22/2016
Garvin, Jerry	FC	Music Instructor (ADJ) From: Column 1, Step 4 To: Column 1, Step 5 Eff. 08/22/2016
Goode, Ryan	CC	Geography Instructor (ADJ) From: Column 2, Step 1 To: Column 3, Step 1 Eff. 08/22/2016
Harter-Johnson, Danashanti	FC	Physical Education Instructor (ADJ) From: Column 1, Step 2 To: Column 1, Step 3 Eff. 08/22/2016
Ho, Jen Yong	CC	English Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2016
Hogan, Faith	CC	CIS Instructor (ADJ) From: Column 2, Step 1 To: Column 2, Step 2 Eff. 08/22/2016

Academic Personnel
September 13, 2016

Humaciu, Matthew	CC	Mathematics Instructor (ADJ) From: Column 1, Step 4 To: Column 1, Step 5 Eff. 08/22/2016
Johnson, Robin	FC	Art Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2016
Macias, Valentin	FC	Librarian From: Class B, Step 1 To: Class E, Step 5 Eff. 08/19/2016
Mai, Timothy	FC	Mathematics Instructor (ADJ) From: Column 1, Step 2 To: Column 1, Step 3 Eff. 08/22/2016
Perez, Xavier	FC	Paralegal Studies Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2016
Ramirez Javier, Odilon	CC	Mathematics Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2016
Rosenthal, Gary	FC	Health Care Ancillaries Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/22/2016
Smith, Jason	FC	Physical Education Instructor (ADJ) From: Column 2, Step 1 To: Column 2, Step 2 Eff. 08/22/2016
Smith, Todd	FC	Art/2D Design Instructor From: Class B, Step 1 To: Class B, Step 10 Eff. 08/19/2016

Academic Personnel
September 13, 2016

Vo, Dao	FC	Mathematics Instructor (ADJ) From: Column 1, Step 1 To: Column 1, Step 2 Eff. 08/22/2016
Whitsett, Catherine	CC	ESL Instructor (ADJ) From: Column 2, Step 4 To: Column 2, Step 5 Eff. 08/22/2016

ADDITIONAL DUTY DAYS @ PER DIEM

Alhadeff, Andrew	CC	Head Coach, Men's Basketball	15 days
Mohr, Margaret	CC	Head Coach, Wmn's Basketball	15 days
Welliver, Nancy	CC	Head Coach, Wmn's Volleyball	13 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS-2016 SUMMER INTERSESSION

Assef, Celia	FC	\$20.00
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LEAVES OF ABSENCE

Cain, Joyce	FC	ESL Instructor Load Banking Leave With Pay (6.67%) Eff. 2016 Fall Semester
Chiang-Schultheiss, Darren	FC	English Instructor Load Banking Leave With Pay (6.67%) Eff. 2016 Fall Semester
Cho, Leonard	FC	Mathematics Instructor Load Banking Leave With Pay (26.67%) Eff. 2016 Fall Semester
Hughes, Deidre	FC	Reading Instructor Load Banking Leave With Pay (5.00%) Eff. 2016 Fall Semester
Kashi, Barbara	CC	Reading Instructor Load Banking Leave With Pay (13.33%) Eff. 2016 Fall Semester

Academic Personnel
September 13, 2016

Lipiz-Gonzalez, Elaine

CC Manager, EOPS
Family Medical Leave (FMLA) and
California Family Right Act (CFRA) (100%)
Paid Leave using Personal Necessity Leave
And Vacation Leave Until Exhausted; Unpaid
Thereafter
From: 07/19/2016-09/20/2016
To: 07/19/2016-09/27/2016

McCament, David

CC Mortuary Science Instructor
Load Banking Leave With Pay
From: 16.67%
To: 1.67%
Eff. 2016 Fall Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2016 FALL SEMESTER,
TRIMESTER

Adams, Brian	CC	Column 1, Step 1
Amaradio, Ryan	SCE	Column 1, Step 1
Anderson, James	FC	Column 1, Step 1
Bock, Andrew	FC	Column 2, Step 1
Brophy, Analaura	CC	Column 2, Step 1
Cannon, Nichole	CC	Column 1, Step 1
Cazares, Gabriela	FC	Column 3, Step 1
Corp, Sarah	FC	Column 1, Step 1
Czerniawski, Jennifer	FC	Column 3, Step 1
Davies, Glynis	FC	Column 1, Step 1
Dinh, John	FC	Column 1, Step 1
Doeding, Wendy	FC	Column 1, Step 1
Ferrell, Jennifer	FC	Column 1, Step 1
Flores, Jessica	FC	Column 1, Step 1
Gracia-Iris, Holly	CC	Column 1, Step 1
Hernandez, Justin	FC	Column 1, Step 1
Hickey, Charles	FC	Column 1, Step 1
Holbrook, Veronica	FC	Column 1, Step 1
Huynh, Trinh	CC	Column 1, Step 1
La Porta, Michele	CC	Column 1, Step 3
Lihuei, Sung	FC	Column 1, Step 1
Lim, Peter	FC	Column 1, Step 1
Masood, Rizwan	FC	Column 3, Step 1
Merrill, Michael	FC	Column 3, Step 1
Miranda, Pedro	CC	Column 1, Step 1
Mitchell-Lambert, Janet	FC	Column 1, Step 1
Monte, Christian	FC	Column 1, Step 1
Montegary, Matthew	CC	Column 1, Step 1

Academic Personnel
September 13, 2016

Montgomery, Forrest	FC	Column 1, Step 1
Moran, Jose	FC	Column 1, Step 1
Mortenson, Autumn	FC	Column 1, Step 1
Nichols, Stephen	CC	Column 1, Step 1
Nagai, Ayako	FC	Column 1, Step 1
Pak, Phan	CC	Column 1, Step 1
Park, Sun Andrew	FC	Column 3, Step 1
Peikar, Roxana	CC	Column 1, Step 1
Pelonis, Claire	CC	Column 1, Step 1
Potts-Jones, Gretchen	CC	Column 2, Step 1
Radosevich, John	CC	Column 1, Step 1
Riley, Marc	FC	Column 3, Step 1
Robinson, David	FC	Column 1, Step 1
Rocha, Michael	CC	Column 1, Step 1
Saddler, Joseph	FC	Column 1, Step 1
Santana, Juan	FC	Column 1, Step 1
Shahin, Mohammad	FC	Column 1, Step 1
Shulstad, Cynthia	FC	Column 1, Step 1
Smith, Marlo	SCE	Column 2, Step 1
Sotomayor, Andrew	CC	Column 1, Step 1
Takahashi, Hiromi	FC	Column 1, Step 1
Tuggle, Scott	CC	Column 1, Step 1
Vidal Insua, Ricardo	FC	Column 1, Step 1
Vodhanel, Michael	FC	Column 3, Step 1
Wagner, Helene	CC	Column 1, Step 1
Wicks, Gary	FC	Column 1, Step 1
Williams, Clarisa	CC	Column 2, Step 1
Yakura, June	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Armstead, LaRon	CC	Column 1, Step 1
Flores, Jessica	FC	Column 1, Step 1
Garcia, Armando	SCE	Column 1, Step 2
Miranda, Pedro	CC	Column 1, Step 1
Padilla, Ruby	CC	Column 1, Step 1
Westerbeek, Amanda	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Paguio, Mary Anne	CC	Column 1, Step 1
Pekarcik, Mary	FC	Column 1, Step 1
Sibley, Jeffrey	CC	Column 2, Step 1
Smith, Lynda	FC	Column 1, Step 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 13, 2016 Resolution _____
Information _____
SUBJECT: Classified Personnel 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
September 13, 2016

RETIREMENT

Martinez, Agnes	CC	Administrative Assistant II 11-month position (100%) Eff. 10/01/2016 PN CCC890
Rothera, Maryann	CC	Laboratory Technician/Physical Science 12-month position (100%) Eff. 10/01/2016 PN CCC853 (40%) PN CCC854 (60%)

RESIGNATION

Jones, LaQuita	FC	Instructional Assistant 12-month position (100%) Eff. 10/01/2016 PN FCC971
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CHANGE IN RESIGNATION DATE

Hollier, David	FC	HVAC Mechanic I (100%) From: 08/27/2016 To: 08/20/2016 PN FCC845
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PROBATIONARY RELEASE

@01520108	SCE	12-month position (100%) Eff. 08/27/2016 PN SCC951
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NEW PERSONNEL

Cruz, Lizette	CC	Administrative Assistant I 12-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 10/03/2016 PN CCC760
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Classified Personnel
September 13, 2016

Lopez, Daniel	AC	Human Resources Specialist 12-month position (100%) Range 24C, Step A Confidential Salary Schedule Eff. 09/14/2016 PN DEN991
Morales, Jessica	CC	Evaluator Specialist 12-month position (100%) Range 37, Step A Classified Salary Schedule Eff. 09/14/2016 PN CCC998
Nguyen, Anthony	SCE	Job Developer 12-month position (100%) Range 44, Step A Classified Salary Schedule Eff. 09/28/2016 PN SCC862
Rodriguez, Stephanie	FC	Administrative Assistant I 12-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 09/19/2016 PN FCC716
Straughan, Dwight	CC	Evaluator 12-month position (100%) Range 36, Step B Classified Salary Schedule Eff. 09/14/2016 PN CCC719

Classified Personnel
September 13, 2016

PROMOTION

Garcia, Sandra CC Special Project Coordinator/DSS
Temporary 12-month position (100%)
PN CCT983

To: CC Interpreter Coordinator
12-month position (100%)
Range 45, Step B
Classified Salary Schedule
Eff. 09/19/2016
PN CCC702

Orozco, Vivianna FC Clerical Assistant II
11-month position (100%)
PN FCC706

To: Laboratory Technician/Cosmetology
11-month position (100%)
Range 36, Step B
Classified Salary Schedule
Eff. 09/14/2016
PN FCC788

VOLUNTARY CHANGES IN ASSIGNMENT

Eng, Gregory CC Duplication Equipment Operator (50%)

Return to Regular Assignment
Eff. 09/09/2016

Olmedo, Catalina AC Accounting Specialist (100%)

Temporary Change in Assignment
To: FC Business Office Specialist
12-month position (100%)
Range 40, Step E + 5% Longevity
Classified Salary Schedule
Eff. 09/07/2016

Classified Personnel
September 13, 2016

Jenkins, Jana	FC	Health Services Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 08/03/2016 – 08/02/2017 (Intermittent Leave)
Landis, Donna	CC	Catalog and Schedule Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 08/08/2016 – 08/19/2016 (Consecutive Leave) Eff. 08/20/2016 – 03/01/2017 (Intermittent Leave)
Resendiz, Beatriz	FC	Student Services Technician/CalWORKs (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Personal Necessity Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 09/12/2016 – 09/30/2016 (Consecutive Leave)
Rothera, Maryann	CC	Laboratory Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/30/2016 – 09/30/2016 (Consecutive Leave)
San Roman, John	SCE	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/01/2016 – 08/12/2016 (Consecutive Leave)
Toth, Cheryl	FC	Facilities Custodian I (50%) PE Athletic Equipment Coordinator (50%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/11/2016 – 08/10/2017 (Intermittent Leave)
Williams, Stephen	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/22/2016 – 02/22/2017 (Intermittent Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 13, 2016 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
September 13, 2016

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Anderson, Jacob	SCE	Project Expert	Mobility Trainer / Vocational Specialist	26	10/17/2016	12/22/2016
Baird, Carissa	FC	Project Expert	Graduate Student Mentorship Program	26	08/22/2016	12/09/2016
Baron, German	FC	Project Expert	Special Projects Assistant	16	08/10/2016	12/10/2016
Baron, German	FC	Project Expert	Special Projects Assistant	16	01/23/2017	06/09/2017
Blanchard, Donald	CC	Technical Expert II	Perkins Grant – Automotive Technology	10	09/02/2016	12/16/2016
Blanchard, Donald	CC	Technical Expert II	Perkins Grant – Automotive Technology	10	01/23/2017	06/09/2017
Cadilli, Jolina	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	09/06/2016	06/30/2017
Castro, Alma	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	09/06/2016	06/30/2017
Clark, Lisa	CC	Technical Expert I	Perkins Grant – Hotel, Restaurant, Culinary Arts	4	09/06/2016	06/15/2017
Coopman, Jennifer	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Diaz, Martha	CC	Technical Expert I	Perkins IV – Enhancing Student Success	15	09/02/2016	12/09/2016
Dickey, Cherie	CC	Project Coordinator	Student Equity Project Editor	15	08/30/2016	06/30/2016
Dickey, Cherie	CC	Technical Expert I	Common Assessment Workshop	10	08/30/2016	06/30/2016
Diep, Christie	CC	Technical Expert I	Common Assessment Workgroup	10	08/25/2016	09/30/2016
Eckenrode, Adam	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Eshak, Norjan	FC	Project Expert	ESL Specialist	20	08/24/2016	12/10/2016
Fagundes, Stephanie	CC	Technical Expert I	Perkins IV – Enhancing Student Success	15	09/06/2016	12/09/2016
Gifford, Charles	CC	Technical Expert I	Perkins Grant – Tourism	1	08/22/2016	12/12/2016
Gifford, Charles	CC	Technical Expert I	Perkins Grant – Tourism	1	02/06/2017	05/26/2017
Harless, Zachary	FC	Project Coordinator	Program and Network Maintenance	20	08/18/2016	06/30/2017
Hernandez, Omar	FC	Project Expert	CA Dreamers/Student Equity	26	09/14/2016	11/18/2016

Professional Experts
September 13, 2016

Hernandez, Omar	FC	Project Expert	CA Dreamers/Student Equity	26	11/28/2016	12/22/2016
Hernandez, Omar	FC	Project Expert	CA Dreamers/Student Equity	26	01/03/2017	04/07/2017
Hernandez, Omar	FC	Project Expert	CA Dreamers/Student Equity	26	04/17/2017	06/22/2017
Herrera, Richard	SCE	Technical Expert I	CTE Digital Media Program	26	08/29/2016	09/09/2016
Hill, Garet	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Hill, Garet	CC	Technical Expert I	Common Assessment	10	08/23/2016	12/15/2016
Hoefflin, Cindie	CC	Technical Expert I	Perkins IV – Enhancing Student Success	10	09/02/2016	12/09/2016
Hoefflin, Cindie	CC	Technical Expert I	Perkins IV – Enhancing Student Success	10	01/30/2017	05/27/2017
Holmes, Ian	CC	Project Manager	Perkins IV – Digital Cinema Program	5	08/22/2016	06/30/2017
Johnstone, Deborah	SCE	Project Coordinator	SoCal Sheet metal JATC	26	09/21/2016	10/05/2016
Kennis, Carolyn	CC	Technical Expert I	Perkins IV – Enhancing Student Success	8	09/02/2016	12/09/2016
Kennis, Carolyn	CC	Technical Expert I	Perkins IV – Enhancing Student Success	8	01/30/2017	05/19/2017
Kim, Shinah	CC	Technical Expert I	Nursing Enrollment Growth Grant	5	09/12/2016	05/27/2017
Le, Theresa	CC	Project Expert	Outreach Specialist	26	09/06/2016	12/09/2016
Le, Theresa	CC	Project Expert	Outreach Specialist	26	01/16/2017	06/15/2017
Ledesma, Nicole	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Ledesma, Nicole	CC	Technical Expert I	Common Assessment	10	08/23/2016	12/15/2016
Lee, Scott	CC	Project Expert	Certified Assistant Athletic Therapist	26	09/14/2016	12/30/2016
Lester, Clifford	CC	Project Manager	Perkins Grant Imaging and Digital Media	6	08/22/2016	06/30/2017
Lundergan, Bob	FC	Project Coordinator	Entering Scholars Program (BSI Project #4)	10	08/22/2016	05/26/2017
Makabali, Jason	SCE	Project Expert	Research Analyst-Student Equity	26	08/29/2016	06/01/2017
McCormick, Steve	CC	Technical Expert I	Perkins Grant-Tourism	3	08/30/2016	12/12/2016
McCormick, Steve	CC	Technical Expert I	Perkins Grant-Tourism	3	02/06/2017	05/26/2017
Morvan, Laurie	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Nashawati, Rama	CC	Project Expert	Biology Lab Clerk – Project Expert	26	08/22/2016	12/16/2016

Professional Experts
September 13, 2016

Neider, Kayli	SCE	Project Expert	Mobility Trainer/Vocational Specialist	26	09/28/2016	11/18/2016
Newton, Pamela	FC	Project Expert	Incite – Academic Support for Student Athletes	26	09/14/2016	12/09/2016
Nguyen, Kelly	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Nusbaum, David	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Ortega, Ryan	CC	Technical Expert I	Nursing Enrollment Growth Grant	5	09/12/2016	05/27/2017
Paek, Sylvia	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Pallarca, Alpha	CC	Project Expert	Perkins Grant – Tourism	5	08/22/2016	12/12/2016
Peters, Jeremy	CC	Technical Expert I	Perkins Grant – Hotel, Restaurant, Culinary Arts	4	09/06/2016	06/15/2017
Plett, Christina	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Putman, Elizabeth	CC	Technical Expert I	Nursing Enrollment Growth Grant	5	09/12/2017	05/27/2017
Robertson, Alison	CC	Technical Expert I	Common Assessment Workgroup	10	08/25/2016	09/30/2016
Rosati, Stephanie	CC	Project Manager	Perkins Grant – Hotel Restaurant and Culinary Arts	4	08/08/2016	06/15/2017
Shrout, Cynthia	CC	Technical Expert I	Common Assessment	10	08/23/2016	12/15/2016
Shrout, Cynthia	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Sibley, Jeffrey	CC	Technical Expert I	Perkins Grant – Tourism	2	08/22/2016	12/12/2016
Simmons, Samantha	CC	Technical Expert I	Common Assessment Workgroup	10	08/25/2016	09/30/2016
Sober, Dustin	FC	Project Expert	Incite – Academic Support for Student Athletes	26	08/24/2016	12/09/2016
Teipe, William	SCE	Technical Expert I	CTE Certificate and Curriculum Review	26	08/29/2016	09/09/2016
Tran, Hoa	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Tran, Hoa	CC	Technical Expert I	Common Assessment	10	08/23/2016	12/15/2016
Velasco, Kendra	CC	Project Manager	Perkins IV – Enhancing Student Success	5	09/14/2016	05/20/2017
Vescial, Keith	CC	Technical Expert I	Common Assessment Workgroup	10	08/30/2016	09/30/2016
Wada, Kathryn	CC	Technical Expert I	Common Assessment Workgroup	10	08/25/2016	09/30/2016
Ward, Amy	CC	Technical Expert I	eDirect Learning Activity – Basic Skills Initiative	40	08/23/2016	06/30/2017
Wright, Marnie	SCE	Technical Expert I	CTE Funeral Services Program	26	08/22/2016	09/09/2016

Professional Experts
September 13, 2016

Yeon, Hwa	SCE	Technical Expert I	Pharmacy Technician Program Development	26	08/22/2016	09/09/2016
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SCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Adamo, Frank	Tuition Rate	Fall, Winter, Spring	26
Austin, Lance	Tuition Rate	Fall, Winter, Spring	26
Casullo-Burns, Lisa	Tuition Rate	Fall, Winter, Spring	26
Chavez, Sandra	Tuition Rate	Fall, Winter, Spring	26
Eggan, Meredith	Tuition Rate	Fall, Winter, Spring	26
Emperado, Patrick	Tuition Rate	Fall, Winter, Spring	26
Huddleston, Roxanne	Tuition Rate	Fall, Winter, Spring	26
Lin, Dolly	Tuition Rate	Fall, Winter, Spring	26
Lomheim, Katherine	Tuition Rate	Fall, Winter, Spring	26
Mosley, Felton	Tuition Rate	Fall, Winter, Spring	26
Pak, Johnny	Tuition Rate	Fall, Winter Spring	26
Parent, Wendy	Tuition Rate	Fall, Winter, Spring	26
Reed, Rosalba	Tuition Rate	Fall, Winter, Spring	26
Rosenberger, David	Tuition Rate	Fall, Winter, Spring	26
Salisbury, Danielle	Tuition Rate	Fall, Winter, Spring	26
Salisbury, Hugh	Tuition Rate	Fall, Winter, Spring	26
Webb, Raymond	Tuition Rate	Fall, Winter, Spring	26
Weidman, Candace	Tuition Rate	Fall, Winter, Spring	26
Zapata, Rodrigo	Tuition Rate	Fall, Winter, Spring	26
Zawolkow, Esther	Tuition Rate	Summer	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: September 13, 2016
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
September 13, 2016

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Apuntar, Janelle	AC	Clerical/Secretarial - Clerical assistance for District Human Resources Office	10/01/16	11/18/16	TE A 2
Apuntar, Janelle	AC	Clerical/Secretarial - Clerical assistance for District Human Resources Office	01/23/17	05/31/17	TE A 2
Ash, Beckie	CC	Clerical/Secretarial - Assist in the Transfer Center	09/28/16	01/04/17	TE A 1
Bautista, Miguel	FC	Tech/Paraprof - Athletic Program Assistant for Men's Soccer	09/14/16	12/14/16	TE H 1
Brooks, Ronda	CC	Tech/Paraprof - Model for Life Drawing class	09/28/16	06/30/17	TE F 4
Crockett, Courtney	FC	Clerical/Secretarial - Health Records Coordinator	09/14/16	06/30/17	TE B 4
Day, Neal	FC	Tech/Paraprof - Athletic Program Assistant for Women's Basketball	09/28/16	04/26/17	TE H 4
Detterich-Steele, C.	FC	Tech/Paraprof - Artist Model for Art Department classes	09/14/16	06/30/17	TE F 4
Ellis, Isabelle	FC	Tech/Paraprof - Artist Model for Art Department classes	09/14/16	06/30/17	TE F 4
Evans, Jacqueline	AC	Clerical/Secretarial - Clerical assistance for District Human Resources Office	10/01/16	12/16/16	TE B 4
Garcia, Cassandra	FC	Clerical/Secretarial - Clerical assistance in the Academic Support Office	09/14/16	12/14/16	TE A 3
Garcia, Stephanie	CC	Clerical/Secretarial - Assist in the Transfer Center	09/28/16	01/04/17	TE A 1
Ghazala, Latifa	FC	Clerical/Secretarial - Assist in campus Cadena/Transfer Center	09/19/16	12/16/16	TE A 2
Granger, Camille	CC	Tech/Paraprof - Model for Life Drawing class	09/28/16	06/30/17	TE F 4
Guirola, Dennis	FC	Clerical/Secretarial - Assist in Student Activities Office	09/14/16	12/10/16	TE A 1
Kimball, Marcia	SCE	Clerical/Secretarial - Assist in campus Admissions and Records	10/05/16	01/04/17	TE A 4
Lehane, Stephanie	CC	Tech/Paraprof - On-call theater crew for campus productions	09/14/16	06/30/17	TE A 1
Lehane, Stephanie	CC	Tech/Paraprof - On-call theater crew for rental productions	09/14/16	06/30/17	TE B 1
Lutz, Kenneth	FC	Tech/Paraprof - Athletic Program Assistant for Football	09/14/16	03/22/17	TE H 4
Monahan, Kevin	CC	Direct Instr Support - Program assistant for Intercollegiate Softball	09/14/16	12/09/16	TE H 1
Monahan, Kevin	CC	Direct Instr Support - Program assistant for Intercollegiate Softball	01/03/17	01/27/17	TE H 1
Montgomery, Tanya	FC	Tech/Paraprof - Artist Model for Art Department classes	09/14/16	06/30/17	TE F 4
Pablo, Antonio	CC	Service/Maint - Assist Culinary program, preparation, and execution	09/08/16	12/08/16	TE B 2
Palmer, Trevor	FC	Clerical/Secretarial - Clerical assistance for Student Activities	09/14/16	12/16/16	TE A 1
Roskelly, Ryan	FC	Tech/Paraprof - Athletic Program Assistant for Football	09/14/16	03/22/17	TE H 4

Hourly Personnel
September 13, 2016

Smythe, Carol	AC	Clerical/Secretarial - Clerical assistance for District Human Resources Office	09/27/16	12/22/16	TE B 4
St. John, Daria	AC	Clerical/Secretarial - Clerical assistance for District Human Resources Office	08/22/16	09/30/16	TE B 4
Tucker, Rachael	FC	Clerical/Secretarial - Assist in Financial Aid Office	08/16/16	09/30/16	TE A 3

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Izadi, Michael	FC	Medical - Clinical Psychologist for campus Health Center	09/15/16	06/30/17	ME D 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Bay, Shalom	CC	Direct Instr Support - Tutor for the Learning Resource Center	09/14/16	06/30/17	TE B 4
Caylor, Carla	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	09/14/16	06/30/17	TE A 1
Donovan, Nicholas	FC	Direct Instr Support - STEM Tutor/Academic Coach	09/14/16	06/30/17	TE B 3
Koh, Ian	CC	Direct Instr Support - Tutor for the Learning Resource Center	09/14/16	06/30/17	TE A 1
Loayza, Ector	SCE	Direct Instr Support - Tutor for the campus DSS department	09/14/16	06/30/17	TE A 1
Ludford, Victoria	CC	Direct Instr Support - Tutor for the Learning Resource Center	09/28/16	06/30/17	TE B 2
Mouneu, Alexis	FC	Direct Instr Support - Tutor for the Entering Scholars Program	09/14/16	06/30/17	TE B 1
Ramirez, Christian	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	08/31/16	06/30/17	TE A 1
Roberts, Marianne	SCE	Direct Instr Support - Tutor for the ESL department	09/14/16	06/30/17	TE A 4
Sipple, Jeffrey	FC	Direct Instr Support - Tutor for Disability Support Services	09/14/16	06/30/17	TE A 1
Ting, Alison	SCE	Direct Instr Support - Tutor for the campus DSS department	09/14/16	06/30/17	TE A 1

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Chan, Wai Ling	CC	Clerical/Secretarial - Substitute for vacant Admin. Asst. II CCC890	09/16/16	12/06/16	TE B 4
Chum, Huoch	FC	Service/Maintenance - Sub for vacant Facilities Custodian I PN FCC990	08/22/16	11/21/16	TE B 2

Hourly Personnel
September 13, 2016

Duran, Jessica	SCE	Clerical/Secretarial - Substitute for vacant Instructional Asst. PN SCC992	09/12/16	12/02/16	TE B 2
Llamas, Jimmy	FC	Service/Maintenance - Substitute for vacant Groundskeeper PN FCC861	08/24/16	11/23/16	TE B 2
Luthi, Christopher	FC	Tech/Paraprof - Substitute for vacant Piano Accompanist PN FCC867	08/22/16	11/15/16	TE G 4
Tran, Nathan	CC	Clerical/Secretarial - Substitute for vacant Admin. Asst. II CCC890	09/16/16	12/06/16	TE B 2
Whitaker, Briana	FC	Clerical/Secretarial - Substitute for Classified employee on leave	08/29/16	11/30/16	TE A 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Abing, Mark	CC	Full-time Student - Tutor in the Learning Resource Center	08/26/16	06/30/17	TE A 2
Alhosari, Bayan	CC	Work Study Student - Assist in the EOPS Office	09/06/16	06/30/17	TE A 1
Aversa, Joseph	CC	Full-time Student - Assist in Financial Aid Office	09/20/16	06/30/17	TE A 1
Barajas, Adrian	SCE	Full-time Student - Assist in the ACT computer lab	08/22/16	06/30/17	TE B 4
Barrales, Nancy	FC	Work Study Student - Assist in Admissions & Records Office	08/22/16	06/30/17	TE A 1
Benitez, Jose	FC	Full-time Student - Assist in Student Activities Office	08/22/16	06/30/17	TE A 1
Bruce, Natasha	CC	Work Study Student - Assist in Admissions and Records Office	08/24/16	06/30/17	TE A 1
Carmona, Vanessa	CC	Work Study Student - Assist in EOPS Office	08/24/16	06/30/17	TE A 1
Chiu, Hung Kuang	FC	Full-time Student - Tutor students in the campus Math Lab	08/22/16	06/30/17	TE A 2
Corrales, Rhema	CC	Work Study Student - Assist in the Career Center	08/22/16	06/30/17	TE A 1
Diaz, Yzabelle	FC	Full-time Student - Assist in Student Activities Office	08/22/16	06/30/17	TE A 3
Dotterman, Desiree	FC	Full-time Student - Assist Honors Program with recruiting	09/06/16	06/30/17	TE A 1
Dotterman, Sasha	FC	Full-time Student - Assist Honors Program with recruiting	09/06/16	06/30/17	TE A 1
Dunkle, Whitney	FC	Full-time Student - Assist in Student Activities Office	08/22/16	06/30/17	TE A 3
Duong, Phuoc	FC	Full-time Student - Assist in ACT computer lab	08/22/16	06/30/17	TE A 1
Duran, Mariah	FC	Full-time Student - Assist in Student Activities Office	08/22/16	06/30/17	TE A 1
Escobar Galvez, C.	FC	Work Study Student - Assist in Admissions & Records Office	08/22/16	06/30/17	TE A 1
Fayad, Zaynab	CC	Full-time Student - Assist in Admissions and Records Office	08/24/16	06/30/17	TE A 1
Galindo, Diana	CC	Work Study Student - Assist in the Career Center	09/12/16	06/30/17	TE A 1
Galindo, Guadalupe	CC	Work Study Student - Assist in the Career Center	08/24/16	06/30/17	TE A 1

Hourly Personnel
September 13, 2016

Garcia, Jacqueline	CC	Full-time Student - Assist in the LRC	08/22/16	06/30/17	TE A 2
Gline, Nadine	CC	Work Study Student - Assist in Career Center	08/22/16	06/30/17	TE A 1
Guzman Hidalgo, S.	FC	Full-time Student - Help promote the TAP program to students	08/22/16	06/30/17	TE A 1
Hanna, Phoebe	FC	Work Study Student - Assist in the Tutoring Center	08/22/16	06/30/17	TE A 2
Heng, Benjamin	CC	Full-time Student - Assist with NetLab configuration and installation	09/12/16	06/30/17	TE A 3
Hereford, Spencer	CC	Full-time Student - Assist in Financial Aid Office	09/20/16	06/30/17	TE A 1
Hernandez, Bryant	CC	Full-time Student - Assist with NetLab configuration and installation	09/12/16	06/30/17	TE A 3
Hernandez, C.	FC	Full-time Student - Assist in Counseling Department	08/22/16	06/30/17	TE A 3
Huynh, Phuong	CC	Full-time Student - Tutor for Supplemental Instruction	08/22/16	06/30/17	TE A 1
Ivezaj, Thomas	CC	Work Study Student - Assist in the Career Center	09/06/16	06/30/17	TE A 1
Jensen, Trevor	FC	Full-time Student - Assist in Student Activities Office	08/22/16	06/30/17	TE A 2
Jung, Somang	CC	Full-time Student – Assist in the LRC	08/22/16	06/30/17	TE A 1
Kadiri, Btissam	FC	Full-time Student - Tutor students in campus Tutoring Center	08/29/16	06/30/17	TE A 1
Kanaan, Hend	CC	Work Study Student - Assist in Career Center	08/22/16	06/30/17	TE A 1
Le, Phong	SCE	Full-time Student - Assist in the Cypress Learning Center	08/22/16	06/30/17	TE A 4
Lee, Roy	CC	Work Study Student - Assist in Admissions and Records Office	08/24/16	06/30/17	TE A 1
Lemar, Savona	FC	Work Study Student - Assist in Admissions & Records Office	08/22/16	06/30/17	TE A 1
Libut, Jonathan	CC	Work Study Student - Assist in Career Center	08/24/16	06/30/17	TE A 1
Linn, Sophearun	CC	Work Study Student - Assist in the Student Activities Office	08/31/16	06/30/17	TE A 1
Mai, Vi	CC	Work Study Student - Assist in the Chemistry lab	08/24/16	06/30/17	TE A 1
Martinez, Jenny	SCE	Full-time Student - Assist in the ESL Learning Center	08/22/16	06/30/17	TE A 4
Mendoza, Andrea	CC	Work Study Student - Assist in CalWORKS Office	08/22/16	06/30/17	TE A 1
Minero Jimenez, H.	FC	Full-time Student - Assist in Counseling Department	08/22/16	06/30/17	TE A 1
Murata, Martin	FC	Full-time Student - OCTPP Tutor/Academic Coach	09/01/16	06/30/17	TE B 3
Nguyen, Nguyen	CC	Work Study Student - Assist in the CalWORKS Office	08/29/16	06/30/17	TE A 1
Nnoli, Uchenna	CC	Work Study Student - Assist in the Theatre Department	09/06/16	06/30/17	TE A 1
Orozco, Tereza	FC	Work Study Student - Assist in Admissions & Records Office	08/22/16	06/30/17	TE A 1
Ortega, Alexa	CC	Work Study Student - Assist in Admissions and Records Office	08/24/16	06/30/17	TE A 1
Paz, Stephanie	FC	Full-time Student - Assist in Counseling Department	08/22/16	06/30/17	TE B 2

Hourly Personnel
September 13, 2016

Perrault, Roxanne	CC	Work Study Student - Assist in Admissions and Records Office	08/24/16	06/30/17	TE A 1
Pham, Jennie	FC	Full-time Student - Assist in Counseling Department	08/22/16	06/30/17	TE A 2
Phan, Hung Anh	CC	Full-time Student - Assist in International Student Center	08/22/16	06/30/17	TE A 1
Poloa, Corina	CC	Work Study Student - Assist in the Disability Support Services Office	09/06/16	06/30/17	TE A 1
Price, Anabelle	FC	Full-time Student - Assist in Counseling Department	08/22/16	06/30/17	TE A 3
Ramirez, Pricila	CC	Work Study Student - Assist in Career Center	08/22/16	06/30/17	TE A 1
Rodriguez, Angel	CC	Full-time Student - Assist in the Counseling Office	08/31/16	06/30/17	TE A 2
Rodriguez, Mariela	FC	Full-time Student - Assist in Counseling Department	08/22/16	06/30/17	TE B 2
Rodriguez, Robert	CC	Work Study Student - Assist in the Biology lab	08/24/16	06/30/17	TE A 1
Ruano-Torres, Deli	CC	Work Study Student - Assist in Student Activities Center	08/24/16	06/30/17	TE A 1
Sadiki, Abdulatif	FC	Full-time Student - Clerical assistance for the International Student Center	08/22/16	06/30/17	TE A 1
Saire, Nicholas	FC	Full-time Student - Tutor for Supplemental Instruction Program	08/16/16	06/30/17	TE B 1
Sebastian, Daniel	CC	Work Study Student - Assist in the Transfer Center	08/30/16	06/30/17	TE A 1
Sisay, Ruth	CC	Work Study Student - Assist in the Assessment Office	09/02/16	06/30/17	TE A 1
Solofa, Manuele	FC	Full-time Student - Clerical assistance for the Student Activities Office	08/22/16	06/30/17	TE A 1
Souza, Kathleen	FC	Work Study Student - Assist in Admissions & Records Office	08/22/16	06/30/17	TE A 1
Swofford, Logan	CC	Full-time Student - Assist in Financial Aid Office	09/20/16	06/30/17	TE A 1
Ton, Vu	CC	Work Study Student - Assist in the Assessment Office	09/06/16	06/30/17	TE A 1
Tran, Bao	CC	Work Study Student - Assist in CTE department	09/06/16	06/30/17	TE A 1
Trinh, Tony	FC	Full-time Student - Assist in Student Activities Office	08/29/16	06/30/17	TE A 1
Trinidad, Austyn	CC	Work Study Student - Assist in Court Reporting Program	09/12/16	06/30/17	TE A 2
Turner, Denesha	CC	Work Study Student - Assist in Career Center	08/22/16	06/30/17	TE A 1
Tyson, Shadonna	CC	Full-time Student - Assist at the front desk in the Library	08/22/16	06/30/17	TE A 1
Van, Minh	CC	Work Study Student - Assist in the Assessment Office	09/06/16	06/30/17	TE A 1
Vera-Lucas, Martha	FC	Full-time Student - Assist in Counseling Department	08/22/16	06/30/17	TE B 2
Wang, Yufangjue	FC	Full-time Student - Assist in ACT computer lab	08/29/16	06/30/17	TE A 1
Williams, Raejoia	CC	Work Study Student - Assist in the Assessment Office	09/06/16	06/30/17	TE A 1
Wong, Catherine	FC	Full-time Student - Clerical assistance for campus Massage Program	08/24/16	06/30/17	TE A 1
Zamorano, Rodolfo	CC	Work Study Student - Assist in the Transfer Center	09/06/16	06/30/17	TE A 1

Hourly Personnel
September 13, 2016

5.d.7
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 13, 2016 Resolution _____
SUBJECT: Volunteers Information _____
Enclosure(s) X

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
September 13, 2016

VOLUNTEER PERSONNEL WITHOUT PAY

Name	Site	Program	Begin	End
Ayala, John	FC	Friends of the Fullerton College Library	07/01/2016	06/30/2017
Baxter, Jamie	FC	DSS - Personal Assistant	08/22/2016	12/09/2016
Biswas, Roshni	CC	SEM Division - Chemistry Department	07/01/2016	06/30/2017
Bouldin, Ian	FC	Physical Education - Basketball	09/07/2016	06/30/2017
Crane, Michael	FC	Internship - Campus Communications	09/19/2016	12/10/2016
Dalessi, Mary	FC	Friends of the Fullerton College Library	07/01/2016	06/30/2017
Earle, Gwen	FC	Internship - Business Program	08/25/2016	12/05/2016
Gutierrez, Liz	FC	Internship - Counseling/Outreach	09/14/2016	12/09/2016
Iqbal, Shabana	FC	Internship - Psychology Department	08/22/2016	12/10/2016
Ishizu, Kevin	CC	Physical Education - Athletic Trainer	09/15/2016	05/31/2017
Kirk, Morgan	FC	Internship - Office of Special Programs	08/29/2016	06/30/2017
Legohn, Raheesa	FC	Student Diversity Success Initiative	09/29/2016	12/09/2016
Medlock, Michael	FC	DSS - Personal Assistant	08/22/2016	12/09/2016
Meneses, Alberto	CC	SEM Division - Chemistry Department	09/01/2016	06/30/2017
Nilsen, Robert	CC	Internship - Sports Information	09/14/2016	05/31/2017
Padilla, Melissa	FC	DSS - Personal Assistant	08/22/2016	12/09/2016
Perez-Molina, Janet	FC	Internship - Counseling/Outreach	09/15/2016	12/31/2016
Pirkle, Olin	FC	DSS - Personal Assistant	08/22/2016	12/09/2016
Ramirez, Cynthia	FC	DSS - Personal Assistant	08/22/2016	12/09/2016
Ramos, Jovana	FC	Internship - Counseling & Student Dev	09/07/2016	05/31/2017
Ramos, Juan	FC	Internship - Counseling/Outreach	09/01/2016	12/31/2016
Ravichandran, Rishi	CC	Physical Education - Athletic Trainer	09/15/2016	05/31/2017
Simon, John	FC	Friends of the Fullerton College Library	07/01/2016	06/30/2017
Stifter, Dianna	FC	Internship - Anthropology Program	09/06/2016	12/09/2016
Suski, Susan	CC	Physical Education - Volleyball	09/15/2016	05/31/2017
Yi, Robin	FC	Internship - Counseling Center	09/01/2016	05/29/2017

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: September 13, 2016 Information _____
Enclosure(s) X
SUBJECT: Benefits – New Term Life and AD&D
Insurance for All Benefit-Eligible Employees

BACKGROUND: The District will be implementing a \$50,000 Basic Life and Accidental Death and Dismemberment (AD&D) benefit for all eligible employees, effective January 1, 2017. This new benefit will be paid by the District and will cover the employee until they separate employment. There is no opt-out for current employees.

The District received proposals from five insurance brokers and analyzed the plans offered. After eliminating proposals with age reduction, split level benefits, and the requirement of additional voluntary product purchases, and considering the highest level of benefits for all aspects of the plan for employees, including ease of claims, timely payouts, ongoing administration, customer service and provider stability, the District selected Lincoln Financial offered through Keenan & Associates.

The selected plan includes basic Life and Accidental Death and Dismemberment (AD&D) at \$50,000 each employee, no benefit reduction due to age, available voluntary employee-paid plans for spouse/children, and portability upon separation from employment options. The plan also includes voluntary, and self-paid additional coverage for employees at discounted rates. The plan also has a portability option to retain self-paid coverage upon separation from the District.

The District is currently offering benefits to approximately 1,347 employees. This new life insurance coverage will cost \$0.11 per \$1,000 of coverage for life and \$.02 per \$1,000 for AD&D per employee, approximately \$8,755 per month in total. This rate is guaranteed by Lincoln Financial for three years, and there are no up-front costs or fees. Keenan and Associates is the broker of record. The term of the agreement will be January 1, 2017 through December 30, 2020.

Benefit eligible employees will receive more information and beneficiary forms with their annual Benefits Open Enrollment paperwork this month.

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

How does this relate to Board Policy: Board Policy 7130-2, District Health and Welfare Benefits Plan specifies the benefits available to employees.

FUNDING SOURCE AND FINANCIAL IMPACT: The estimated cost is \$110,000 per year and is included as a District-wide expense in the 2016-17 Budget. Since this benefit will begin January 1, 2017. The cost for 2016-17 will be approximately \$55,000.

RECOMMENDATION: It is requested that the District enter into an agreement with Lincoln Financial offered through Keenan & Associates to provide Basic Life and Accidental Death and Dismemberment insurance coverage to all benefit eligible employees in the amount of \$50,000 while employed, at an estimated cost of \$110,000 per year.

It is further requested that the Board authorize Fred Williams, Vice Chancellor, Finance and Facilities, to execute any agreements on behalf of the District.

Irma Ramos

Recommended by

Approved for Submittal

5.f.2

Item No.