



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

MEETING: Organizational and Only Regular Meeting in December 2007

DATE: Tuesday, December 11, 2007, at 5:30 p.m.

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

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

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

AGENDA:

1.
 - a. Pledge of Allegiance to the Flag
 - b. Board of Trustees Roll Call
 - c. Election of President of Board of Trustees for one-year term
 - d. Election of Vice President of Board of Trustees for one-year term
 - e. Election of Secretary of Board of Trustees for one-year term
 - f. Appointment of representative and alternate to County Committee on Election of Members of the County Committee on School District Organization
(Jeff Brown and Leonard Lahtinen are current appointees)
 - g. Appointment of representative to Fullerton Museum Association of North Orange County
(Molly McClanahan is current appointee)
 - h. Appointment of representative to Cypress College Foundation
(Barbara Dunsheath is current appointee)
 - i. Appointment of one representative to the Community College Foundation of North Orange County
(Leonard Lahtinen is current appointee)
 - j. Appointment of two ad hoc representatives to the Community College Foundation of North Orange County.
(Christie Noring and Fred Williams are current appointees)
 - k. Appointment of three representatives to the District Investment Committee
(Jeff Brown, Molly McClanahan, and Donna Miller are current appointees)
 - l. Appointment of three representatives to the District Audit Committee
(Molly McClanahan, Michael Matsuda, and Manny Ontiveros are current appointees)
 - m. Appointment of Chancellor as Executive Secretary

- n. Appointment of Executive Administrative Aide to the Chancellor as Recording Secretary
- o. Adoption of Board Meeting Calendar: January 2008 through November 2008
- p. Any other organizational matters

End of Organizational Meeting

- 2. a. **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.

- b. **Consider block-vote items indicated by []** 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.

- c. **Reports:**

Chancellor

- * **School of Continuing Education Kids' College Suzuki Violin Program Students - Under the Instruction of Margie Chan**
- * **School of Continuing Education Annual Report
By: Gary McGuire, School of Continuing Education Provost**
- * **Construction Projects Update
By: Fred Williams, Vice Chancellor, Finance & Facilities**

College Presidents/Provost

- d. **Comments:**

Resource Table Personnel Members of the Board of Trustees

- 3. a. Approval of Minutes of the Regular Meeting of November 27, 2007.
- b. **CLOSED SESSION: Per the following sections of the Government Code:**

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR JEFF HORSLEY, VICE CHANCELLOR, HUMAN RESOURCES, - Employee Organization: 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: CHANCELLOR.

4. FINANCE AND 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 Office of Fiscal Affairs and at the Board Meeting.)**
- [b] Authorization is requested for the 2007-2008 General Fund, Bond Building Fund and Capital Outlay Fund Budget Transfers and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **(The Resolutions are available for review in the District's Office of Fiscal Affairs and at the Board Meeting.)**
- [c] Authorization is requested to accept new revenue for Instructional and Library Materials, and for Scheduled Maintenance/Instructional Equipment. It is further requested that a resolution be adopted to accept new revenue, establish and/or adjust budgets, and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, §58308. **(The Resolution is available for review in the District's Office of Fiscal Affairs and at the Board Meeting.)**
- [d] Authorization is requested to accept new revenue and adopt resolutions to accept new revenue, establish and/or adjust budgets, and authorize expenditures within the General Fund and Capital Outlay Fund, pursuant to the California Code of Regulations Title 5, §58308. **(The Resolutions are available for review in the District's Office of Fiscal Affairs and at the Board Meeting.)**
- [e] Authorization is requested to enter into an agreement with P2S Engineering, Inc. to provide professional engineering services to develop a design that will provide the ability for the current Avaya telephone system to interface with the VoIP telephone system and maintain the 5-digit dialing plan during the migration process.
- [f] Authorization is requested to enter into contracts with Hampton Tedder Technical Services, Inc., and RSE-Sierra, for the Fullerton College emergency electrical repairs.
- g. Authorization is requested to award RFP 2007-28, Relocatable Buildings for the Science Program at Fullerton College, to William Scotsman to fabricate, deliver, and install 19 modular buildings.
- [h] Authorization is requested to enter into an agreement with Salas O'Brien Engineers, Inc., to evaluate the proposal from ACCO Engineered Services

for the following projects at Fullerton College: Energy Efficient Lighting Retrofits, Sump Pump Replacements, and Steam System Repairs.

- [i] Authorization is requested to enter into a performance-based energy conservation contract with ACCO Engineered Systems for the design and construction of the following projects at Fullerton College: Energy Efficient Lighting Retrofits, Sump Pump Replacements, and Steam System Repairs.
- [j] Authorization is requested to amend the architectural agreement with R²A Architecture and increase the contract amount and extend the contract retroactive from July 1, 2007, to February 29, 2008.
- [k] Authorization is requested to amend the consulting agreement with LPA, Inc. and extend the contract retroactive from July 1, 2007, to March 31, 2008.
- [l] Authorization is requested to enter into an agreement with R²A Architecture to provide architectural services for the following maintenance projects at Fullerton College: Buildings 1000, 2000, and 1200 Re-Roof; and Building 2000 Sunshade Removal, Electrical Illumination Modifications, Exterior Painting and Chapman Avenue Bridge Painting for a fixed fee plus reimbursable expenses.
- [m] Authorization is requested to award PW 0708-005, Buildings 830/1600 Painting and Miscellaneous Work Project at Fullerton College, to GTA Construction, Inc. as the lowest bidder meeting specifications, and to issue an agreement.
- [n] Authorization is requested to award PW 0708-004, Physical Education Pool/Tennis Court Project at Fullerton College, to Shenk Developers as the lowest bidder meeting specifications, and to issue an agreement.
- o. It is recommended that the Board adopt Resolution No. 07/08-04 for the Approval of Change Order as an Amendment to the Existing Contract with KDC Inc., dba Dynalectric, for PW 0405-519, Cypress College, Student Center and Bookstore, and approve the award of additional work without competitively bidding such work. **(The Resolution is available for review in the District's Office of Fiscal Affairs and at the Board Meeting.)**
- p. It is recommended that the Board adopt Resolution No. 07/08-05 for the Approval of Change Order as an Amendment to the Existing Contract with KDC Inc., dba Dynalectric, for PW 0506-607, Cypress College, School of Continuing Education, and approve the award of additional work without competitively bidding such work. **(The Resolution is available for review in the District's Office of Fiscal Affairs and at the Board Meeting.)**

- q. It is recommended that the Board adopt Resolution No. 07/08-06 for the Approval of Change Order as an Amendment to the Existing Contract with The Siess Companies, dba Complete Door Systems, for PW 0405-519, Cypress College, Student Center and Bookstore, and approve the additional work without competitively bidding such work. **(The Resolution is available for review in the District's Office of Fiscal Affairs and at the Board Meeting.)**
- r. It is recommended that the Board adopt Resolution No. 07/08-07 for the Approval of Change Order as an Amendment to the Existing Contract with Continental Flooring, for PW 0506-602, Fullerton College, Classroom Office Building, and approve the award of additional work without competitively bidding such work. **(The Resolution is available for review in the District's Office of Fiscal Affairs and at the Board Meeting.)**
- s. It is recommended that the Board ratify the current change orders for the public works projects listed per the Change Order Request.

5. INSTRUCTIONAL RESOURCES

- [a] Authorization is requested to make adjustments to revenue and expenditure budgets for the Cypress College EOPS, CARE, TANF, and Matriculation programs; the Fullerton College EOPS, BFAP, CARE, TANF, CalWORKs, and Matriculation programs; and the School of Continuing Education Non-Credit Matriculation, AEFLA, and EL Civics Programs.
- [b] Authorization is requested for expenditures related to the Cypress College Black College Fair.
- [c] Authorization is requested for Fullerton College to accept monetary donations to the Physical Education Division.
- [d] It is recommended that the Board approve the Fullerton College summary of curriculum additions, deletions, and changes, to be effective fall 2008.
- [e] Authorization is requested to accept new revenue for the Basic Skills Program.
- [f] Authorization is requested for expenses related to the Fullerton College College Center dedication and open house on January 11, 2008.

6. HUMAN RESOURCES

- [a] Request approval of the following items concerning academic personnel:
 - Promotion
 - Leave of Absence With Pay
 - Temporary Academic Hourly

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

- Resignation
- New Personnel
- Rehire
- Voluntary Change in Assignment
- Stipend for Additional Duties
- Leave of Absence
- Seven Day (7) Suspension Without Pay for Disciplinary Action
- Volunteer Personnel Without Pay
- Revised Classified Management Job Description

[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.

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

**PROPOSED
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD MEETING CALENDAR
2008**

Only Regular Meeting in January	Fourth Tuesday, January 22, 2008
First Regular Meeting in February	Second Tuesday, February 12, 2008
Second Regular Meeting in February	Fourth Tuesday, February 26, 2008
First Regular Meeting in March	Second Tuesday, March 11, 2008
Second Regular Meeting in March	Fourth Tuesday, March 25, 2008
First Regular Meeting in April	Second Tuesday, April 8, 2008
Second Regular Meeting in April	Fourth Tuesday, April 22, 2008
First Regular Meeting in May	Second Tuesday, May 13, 2008
Second Regular Meeting in May	Fourth Tuesday, May 27, 2008
First Regular Meeting in June	Second Tuesday, June 10, 2008
Second Regular Meeting in June	Fourth Tuesday, June 24, 2008
Only Regular Meeting in July	Fourth Tuesday, July 22, 2008
First Regular Meeting in August	Second Tuesday, August 12, 2008
Second Regular Meeting in August	Fourth Tuesday, August 26, 2008
First Regular Meeting in September	Second Tuesday, September 9, 2008
Second Regular Meeting in September	Fourth Tuesday, September 23, 2008
First Regular Meeting in October	Second Tuesday, October 14, 2008
Second Regular Meeting in October	Fourth Tuesday, October 28, 2008
First Regular Meeting in November	Second Tuesday, November 11, 2008
Second Regular Meeting in November	Fourth Tuesday, November 25, 2008