



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

MEETING: Regular Meeting in May 2026

DATE: Tuesday, May 26, 2026, at 5:30 p.m.

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

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

<https://www.youtube.com/@theDestinationDistrict>

Welcome to this meeting of the North Orange County Community College District Board of Trustees. Anyone wishing to view the livestream of this meeting may do so via the YouTube link listed above.

The Board respects the rights of members of the public to comment on matters under its jurisdiction. Members of the public may address the Board by completing a yellow card entitled, “Request to Address Board of Trustees” and submitting it to the Recording Secretary. These cards are available at the entrance to the Board Room.

Members of the public may address the Board regarding items on the agenda as these items are taken up by the Board. Those wishing to address matters not on the agenda can do so immediately prior to the adjournment to closed session or, in the absence of a closed session, at the conclusion of all other public session business. Public comments must comply with the three-minute time limit.

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

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Recognition of Student Trustees**
- d. **Consider Block-Vote Items indicated by [] in Sections 3 & 5**
 Agenda items designated as block-vote items with [] are considered by the Board to either be routine or sufficiently supported by back-up information that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them.

 Block vote items will be enacted by one motion. Exceptions to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion or if an individual wishes to comment on a block-vote item. During either scenario the Board President will remove the item from block-vote consideration for separate discussion and a separate vote.

 Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public by contacting the Chancellor’s Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. – 5:00 p.m.).
- e. **Chancellor’s Report**
 - * **Honor Retirees**
 - * **Honor Employees with 25+ Years of Service with the District**
 - * **Recognition of North Star Award Recipients**

2. a. **Approval of Minutes of the Special Session Meeting of May 9, 2026.**
- b. **Approval of Minutes of the Regular Meeting of May 12, 2026.**
- c. **FIRST CLOSED SESSION** (only if needed)

3. **ADMINISTRATIVE SERVICES**

- [a] Authorization is requested to approve Resolution No. 25/26-53 Requesting the Board of Supervisors of Orange County and Los Angeles Counties to establish tax rate for bonds of North Orange County Community College District expected to be sold during fiscal year 2026-27 and authorizing necessary actions in connection therewith.
- [b] It is recommended that the Board rejects the bids submitted for Bid #2526-14, Exterior Green Community Space Enhancement at Anaheim Campus and authorization is requested to rebid the project.
- [c] It is recommended that the Board approve the naming of Space 371 in Building 300 at Fullerton College as the Steve Haddadin Study Area, in recognition of his philanthropic support and commitment to student success.
- [d] Authorization is requested to approve out-of-country travel for Jorge Gamboa and Michael Mangan to conduct a site inspection visit for the Berlin, Germany, and Kyoto, Japan Summer 2026 Study Abroad programs from June 27 – July 2, 2026, and July 5 – 17, 2026.
- [e] Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College Spring 2027 Study Abroad Program in Nice, France and approve international travel for Samantha Krag and Catherine Reinhardt-Zacair who will be leading the program.
- [f] Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College Summer 2027 Study Abroad Program in Seoul, South Korea and approve international travel for Eric Bladh who will be leading the program.
- [g] Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College Winter intersession 2027 Study Abroad Program in Sydney, Australia and approve international travel for Jay Seidel who will be leading the program.

4. **INSTRUCTIONAL RESOURCES**

- a. It is recommended that the Board approve the 2026 North Orange Continuing Education Accreditation Mid-cycle Report.
- b. It is recommended that the Board receive as information the draft 2026-2030 District-wide Strategic Plan.

5. HUMAN RESOURCES

- [a] Request approval and ratification, where applicable, of the following items concerning academic personnel:

Phase-In Retirement
 New Personnel
 Payment for Independent Learning Contract
 Leaves of Absence
 Temporary Academic Hourly

- [b] Request approval and ratification, where applicable, of the following items concerning classified personnel:

Resignations
 New Personnel
 Promotion
 Voluntary Changes in Assignment
 Change to Contract End Date
 Shift Differential
 Leaves of Absence

- [c] Request approval and ratification, where applicable, of Professional Experts.

- [d] Request approval and ratification, where applicable, 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.

6. GENERAL

- a. It is recommended that the Board adopt the proposed, revised Board Policies in Chapters 2 and 3.
- b. It is recommended that the Board receive as information the new and revised Administrative Procedures in Chapters 4, 6, and 7.
- c. It is recommended that the Board discuss any potential future agenda items.

7. COMMENTS

- a. Chancellor's Staff Comments
- b. Resource Table Personnel Comments
- c. Members of the Board of Trustees Comments
- d. Public Comments on Non-agenda Items

8. **ADJOURN TO CLOSED SESSION:** Per the following sections of the Government Code:
- a. Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.
 - b. Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.
 - c. Per Section 54956.95(a) Liability Claims

Claimant: Kristi Valdez
Agency Claimed Against: NOCCCD
 - d. Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CHANCELLOR.

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

Board Room Seating Arrangement

Dr. Barbara Dunsheath
President

Ed Lopez
Vice President

Mark Lopez
Secretary

Jeffrey P. Brown
Board Member

Evangelina Rosales
Board Member

Stephen T. Blount
Board Member

Dr. Ryan Bent
Board Member

Zachary Colinco
CC Student Member

Dr. Byron D. Clift Breland
Chancellor

Samiy Castillo Bolivar
FC Student Member

Kristine Nacu
NOCE Student Member

Alba Recinos
Recording Secretary

Chancellor's Staff

Valentina Purtell
NOCE
President

Dr. Cynthia Olivo
Fullerton College
President

Dr. Scott Thayer
Cypress College
President

Kai Stearns
District Director
Public & Gov Affairs

**Dr. Jennifer
Vega La Serna**
Vice Chancellor Ed
Services & Inst. Eff.

Dr. John Parker
Vice Chancellor
Administrative Services

Irma Ramos
Vice Chancellor
Human Resources

Constituent Group Representatives

Karla Frizler
District Management
Association

**Michelle Patrick
Nornig**
NOCE
Academic Senate

Jaclyn Magginetti
Cypress College
Academic Senate

Bridget Kominek
Fullerton College
Academic Senate

Steven Estrada
United Faculty

Elaine Loayza
CSEA

Marlo Smith
Adjunct Faculty
United

AUDIENCE SEATING

ENTRANCE

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	May 26, 2026	Resolution	<u> X </u>
		Information	<u> </u>
		Enclosure(s)	<u> </u>
SUBJECT:	Resolution No. 25/26-53 – Requesting the Board of Supervisors of Orange County and Los Angeles Counties to Establish Tax Rate for Bonds of North Orange County Community College District Expected to be Sold During Fiscal Year 2026-27		

BACKGROUND: An election was held in the North Orange County Community College District (the “District”) on November 4, 2014, for the issuance and sale of general obligation bonds of the District for various school facility improvements in the maximum amount of \$574,000,000 (“Measure J”).

On June 24, 2025, the Board of Trustees previously approved Resolution No. 24/25-24 which recommended adoption of a tax rate and levying a tax for the Bonds based on the expected date of sale in fiscal year 2025-26. As a result of adjustments to project timelines and upcoming milestones, the District now seeks to update its previous recommendation.

The schedule for issuing the fourth series of bonds authorized under Measure J (the “Bonds”) now anticipates selling such Bonds after the time that the Auditor-Controllers of Orange and Los Angeles Counties (the “Counties”) calculate the taxes to be levied for District bonded debt during fiscal year 2026-27. Therefore, this Resolution is being brought before the Board of Trustees now to formally request that, pursuant to Education Code Sections 15252-15254, the Boards of Supervisors of the Counties adopt a tax rate and levy a tax for the Bonds. The tax rate will be based upon an estimated debt service schedule prepared or caused to be prepared by the District. The Resolution further authorizes the District officials to file a certified copy of the Resolution with the Boards of Supervisors of the Counties and to deliver copies of the Resolution to the respective Auditor-Controllers and Treasurer and Tax Collectors of the Counties.

Adoption of this amended Resolution is necessary to ensure that property taxes are levied during fiscal year 2026-27 for the payment of the Bonds. The Bonds are expected to be sold in the estimated amount of \$174 million.

This board item was prepared by Dr. John Parker, Vice Chancellor, Administrative Services.

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

How does this relate to Board Policy: N/A

FUNDING SOURCE AND FINANCIAL IMPACT: There is no fiscal impact to the General Fund resulting from the issuance of the Bonds.

RECOMMENDATION: Authorization is requested to approve Resolution No. 25/26-53 Requesting the Board of Supervisors of Orange County and Los Angeles Counties to establish tax rate for bonds of North Orange County Community College District expected to be sold during fiscal year 2026-27 and authorizing necessary actions in connection therewith.

John Parker

Recommended by


Approved for Submittal

3.a.2

Item No.

RESOLUTION REQUESTING THE BOARDS OF SUPERVISORS OF ORANGE AND LOS ANGELES COUNTIES TO ESTABLISH TAX RATE FOR BONDS OF NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT EXPECTED TO BE SOLD DURING FISCAL YEAR 2026-27, AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH



RESOLUTION NO. 25/26-53

WHEREAS, this Board of Trustees (the “Board”) of the North Orange County Community College District (the “District”), located in Orange and Los Angeles Counties (collectively, the “Counties” and individually a “County”), California, is authorized, and intends, to issue a series of its bonds for purposes authorized by the voters of the District on November 4, 2014 (“Measure J”);

WHEREAS, the Boards of Supervisors of the Counties are required to take action approving a tax rate for payment of indebtedness of the District during Fiscal Year 2026-27, and it is the responsibility of the Auditor-Controller of each County to calculate the several tax rates for the respective Boards of Supervisors’ action thereon;

WHEREAS, this Board has determined that it is not possible or advisable to sell the District’s bonds in time to permit each of the Auditor-Controllers, or other appropriate officials of the Counties, to calculate the tax rates necessary to pay debt service on such bonds in order that such tax rates may be reflected on 2026-27 property tax bills of taxpayers in the District;

WHEREAS, the California Education Code provides that the Board of Supervisors of each county shall annually, at the time of making the levy of taxes for county purposes, estimate the amount of money required to meet the payment of the principal of and interest on the bonds authorized by the electors of the District and not sold, and which the Board of Trustees of the District informs each such Board of Supervisors in their belief will be sold before the next tax levy, and further provides that said Board of Supervisors shall levy a tax sufficient to pay the principal and interest so estimated; and

WHEREAS, this Board deems it necessary and desirable to issue a series of the District’s bonds as authorized by Government Code Section 53506 et seq., and that each of the Counties levy a tax for payment on debt service estimated to come due on such bonds during Fiscal Year 2026-27, and believes that said bonds may be sold during said Fiscal Year.

NOW, THEREFORE, the Governing Board of the North Orange County Community College District does hereby find, resolve, determine, and order as follows:

3.a.3

Section 1. Recitals. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. Estimate of Tax Levy. The Chancellor or the Vice Chancellor, Administrative Services of the District, or such other officer of the District as either authorized officer may designate (each, an "Authorized District Representative"), are hereby authorized and directed to prepare, or cause the financial advisor or underwriter to the District, to prepare, an estimate of all payments of principal and interest which shall become due on a series of Measure J bonds of the District expected to be sold prior to the making of the tax levy for Fiscal Year 2026-27, and to cause the debt service schedule so prepared to be provided to the Boards of Supervisors and the Auditor-Controllers of the Counties and to any other officers of the Counties responsible for preparing the tax levy for bonds of the District and for levying said tax. The District estimates that the sale of its next series of bonds shall be in an estimated aggregate amount of \$174,000,000, an amount within the District's authorized but unissued bond allowance.

Section 3. Request to Counties to Levy Tax. The Boards of Supervisors of the Counties are hereby requested, in accordance with Education Code Sections 15252-15254, to adopt a tax rate for bonds of the District expected to be sold during Fiscal Year 2026-27, based upon the estimated debt service schedule prepared by officers of the District, and to levy a tax in Fiscal Year 2026-27 on all taxable property in the District sufficient to pay said estimated debt service. The proceeds of such tax shall be deposited into the debt service fund of the District established pursuant to the Education Code for bonds of the District.

Section 4. Application of Tax Proceeds. In the event that the bonds of the District are not sold during Fiscal Year 2026-27, or sold in such amount and on such terms that the proceeds of the tax requested in Section 3 hereof, or any portion thereof, are not required for payment of debt service due on the bonds, or payment of other outstanding bonds of the District payable from the debt service fund of the District, this Board hereby requests that each of the Auditor-Controllers, or other appropriate official of the respective Counties cause the remaining proceeds of the tax to be held in the debt service fund and applied to debt service on outstanding Measure J bonds of the District coming due in Fiscal Year 2026-27.

Section 5. Filing of Resolution. The Secretary to or Clerk of this Board is hereby authorized and directed to file forthwith a certified copy of this Resolution with the Clerk of the respective Boards of Supervisors of the Counties, and to cause copies of this Resolution to be delivered to each of the respective Auditor-Controllers and the Treasurer-Tax Collectors of the Counties.

Section 6. Further Authorization. The President of this Board, the Secretary to or Clerk of this Board, or any Authorized District Representative, shall be and they are hereby authorized and directed to take such additional actions consistent with the

intent of this Resolution in connection with the sale of the bonds of the District, which any of them deem necessary and desirable to accomplish the purpose hereof.

Section 7. Effective Date. This resolution shall take effect from and after its adoption.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 26 day of May, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

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

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

I, Mark Lopez, Secretary of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 26 day of May 2026, by the above-described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the North Orange County Community College District Governing Board this 26 day of May 2026.

Secretary of Governing Board
North Orange County Community College District

3.a.5

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 26, 2026 Resolution
Information
Enclosure(s)
SUBJECT: Rejection of Bid, Bid #2526-14, Exterior
Green Community Space Enhancement at
Anaheim Campus

BACKGROUND: On April 23, 2026, the Purchasing Department received three (3) bids for Bid #2526-14, Exterior Green Community Space Enhancement at Anaheim Campus. After reviewing the bids submitted, staff determined that it would be in the best interest of the District to reject all bids and rebid the project based on the following criteria:

- The lowest bidder failed to submit a bid bond and therefore was rendered non-responsive.
- The second bidder did not submit a schedule that matched the project schedule and was higher than the construction budget of \$4 million.
- The third bidder was considerably higher than the construction budget.

This agenda item was submitted by Cora Baldovino, Manager, District Facilities Planning, Maintenance & Construction Contracts, and Mireille Hernandez, Interim District Director, Purchasing.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse and Board Policy 6340, Bids and Contracts.

FUNDING SOURCE AND FINANCIAL IMPACT: None

RECOMMENDATION: It is recommended that the Board reject the bids submitted for Bid #2526-14, Exterior Green Community Space Enhancement at Anaheim Campus and authorization is requested to rebid the project.

John Parker

Recommended by


Approved for Submittal

3.b

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 26, 2026 Resolution
SUBJECT: Naming of Space 371 in Building 300 at Information
Fullerton College in Honor of Fullerton Enclosure(s)
College Alumnus Steve Haddadin

BACKGROUND: Steve Haddadin is a Fullerton College alumnus and member of the local business community whose philanthropic support reflects a strong commitment to student success. Mr. Haddadin has contributed a total of \$30,000 to Fullerton College, including \$15,000 to support student participation in academic and professional conferences in Business and Real Estate, and \$15,000 to the Fullerton College Endowment to support ongoing student success.

This contribution exceeds the typical range for interior space naming and provides both immediate student enrichment and long-term institutional benefit. In accordance with Board Policy 6620, the naming of District facilities or spaces may be recommended in recognition of individuals who have achieved distinction through service to students or contributions that advance the mission and goals of the District.

Consistent with these provisions, Fullerton College recommends the naming of Space 371 in the newly renovated Building 300 as the Steve Haddadin Study Area. This designation recognizes Mr. Haddadin’s philanthropic support and creates a visible and lasting acknowledgment of his investment in student success.

The Friends of Fullerton College Foundation Board of Advisors reviewed and endorsed this proposal at its April 21, 2026 meeting and recommended that it be forwarded to the North Orange County Community College District Board of Trustees for approval.

This agenda item was submitted by Dr. Cynthia Olivo, President, Fullerton College.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction #4) Collective Impacts & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6620 Naming Facilities and Properties.

FUNDING SOURCE AND FINANCIAL IMPACT: The cost of the wall signage for space 371 will be covered by the donor.

RECOMMENDATION: It is recommended that the Board approve the naming of Space 371

in Building 300 at Fullerton College as the Steve Haddadin Study Area, in recognition of his philanthropic support and commitment to student success.

John Parker

Recommended by

B. V. dist BndM

Approved for Submittal

3.c.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 26, 2026 Resolution _____
Information _____
Enclosure(s) _____

SUBJECT: Fullerton College
Library/Learning Resources, Instructional
Support Programs and Services Division
Study Abroad Out-of-Country Travel

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

The following trip involves out-of-country travel:

- Jorge Gamboa, Dean of Social Science Division, Fullerton College, American Institute of Foreign Study (AIFS) Site Inspection Visit, July 5 – July 17, 2026, in Kyoto, Japan.
- Michael Mangan, English Faculty and Study Abroad Coordinator, Fullerton College, American Institute of Foreign Study (AIFS) Site Inspection Visit, June 27 – July 2, 2026, in Berlin, Germany.

Considering the two Study Abroad programs scheduled for Summer 2026, Jorge Gamboa will conduct the site inspection visit in Kyoto, Japan on behalf of Dani Wilson, Dean of the LLRISPS division. While Michael Mangan will be tasked with managing the site inspection visit in Berlin, Germany.

The proposed site inspection visits are critical for the Study Abroad Administrator and Coordinator to engage with students and faculty, access classrooms and faculty areas, inspect student accommodations, hold meetings with onsite AIFS Abroad staff, and ensure the seamless operation of the summer 2026 Study Abroad Programs in Berlin, Germany and Kyoto, Japan. AIFS Abroad has agreed to cover certain expenses for the site inspection visits, including roundtrip flights, hotel accommodation, and transportation to and from the airport, and some meals. The remaining expenses, such as additional meals and incidentals, will be covered by the Fullerton College Library Fund.

Upon Jorge Gamboa and Michael Mangan's return, a brief written summary of both trips that includes key outcomes, observations, and any follow-up actions that may benefit the District will be submitted to the campus administration and the Chancellor's Office. The information from this and other international travel will be compiled in an annual report to the Board. This compilation will ensure that international travel experiences directly support our institutional goals and provide measurable value to our students and programs. This agenda item was submitted by Dani Wilson, Dean of LLRISPS, Fullerton College.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Expenses for this trip will be covered by the LLRISPS Library fund. The projected total expense is \$1,950.00.

RECOMMENDATION: Authorization is requested to approve out-of-country travel for Jorge Gamboa and Michael Mangan to conduct a site inspection visit for the Berlin, Germany, and Kyoto, Japan Summer 2026 Study Abroad programs from June 27 – July 2, 2026, and July 5 – 17, 2026.

John Parker

Recommended by

B. V. dist Brad M
Approved for Submittal

3.d.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X

Resolution

DATE: May 26, 2026

Information

Enclosure(s)

SUBJECT: District Study Abroad Program
Spring 2027, Nice, France

BACKGROUND: Since 1987, the District has been running an International Education Program and during these years, has solicited proposals to provide travel arrangements. AIFS has been recommended to handle all travel arrangements for the proposed spring 2027 Study Abroad Program in Nice, France. AIFS is a leading study abroad provider with 61 years of experience delivering high-quality, academically focused faculty-led programs for institutions across the United States.

The proposed spring 2027 Study Abroad Program will begin on February 17, 2027, and end on May 13, 2027. The program will be led by Fullerton College English faculty, Samantha Krag, and French faculty, Catherine Reinhardt-Zacair. 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.

Upon return, a brief written summary of the trip that includes key outcomes, observations, and any follow-up actions that may benefit the District will be submitted to campus administration and the Chancellor's Office. The information from this and other international travel will be compiled in an annual report to the Board. This compilation will ensure that international travel experiences directly support our institutional goals and provide measurable value to our students and programs.

This board item was prepared by Dr. Dani Wilson, Dean of the Fullerton College Library/Learning Resources Instructional Support Programs and Services, and Administrator of the Study Abroad Program.

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

How does this relate to Board Policy: This item is 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 \$11,395 which includes housing accommodations, student orientation, travel pass, in-country student support, medical insurance, some meals, support staff, cultural activities, and excursions.

RECOMMENDATION: Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College spring 2027 Study Abroad Program in Nice, France and approve international travel for Samantha Krag and Catherine Reinhardt-Zacair who will be leading the program. The basic program fee of \$11,395, which is to be paid by each student, includes housing accommodations, student orientation, travel pass, in-country student support, medical insurance, some meals, support staff, and travel excursions. Authorization is further requested for the Vice Chancellor, Administrative Services, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office.

John Parker

Recommended by

B. V. Dipt Breda
Approved for Submittal

3.e.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
		Resolution	<u> </u>
DATE:	May 26, 2026	Information	<u> </u>
		Enclosure(s)	<u> </u>
SUBJECT:	District Study Abroad Program Summer 2027, Seoul, South Korea		

BACKGROUND: Since 1987, the District has been running an International Education Program and during these years, has solicited proposals to provide travel arrangements. AIFS has been recommended to handle all travel arrangements for the proposed summer 2027 Study Abroad Program in Seoul, South Korea. AIFS is a leading study abroad provider with 61 years of experience delivering high-quality, academically focused faculty-led programs for institutions across the United States.

The proposed summer 2027 Study Abroad Program will begin on June 21, 2027, and end on July 31, 2027. The program will be led by Cypress College Geography Faculty Eric Bladh. 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.

Upon return, a brief written summary of the trip that includes key outcomes, observations, and any follow-up actions that may benefit the District will be submitted to campus administration and the Chancellor's Office. The information from this and other international travel will be compiled in an annual report to the Board. This compilation will ensure that international travel experiences directly support our institutional goals and provide measurable value to our students and programs.

This board item was prepared by Dr. Dani Wilson, Dean of the Fullerton College Library/Learning Resources Instructional Support Programs and Services, and Administrator of the Study Abroad Program.

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

How does this relate to Board Policy: This item is 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 \$4,825 which includes housing accommodations, student orientation, travel pass, in-country student support, medical insurance, some meals, support staff, cultural activities, and excursions.

RECOMMENDATION: Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College summer 2027 Study Abroad Program in Seoul, South Korea and approve international travel for Eric Bladh who will be leading the program. The basic program fee of \$4,825, which is to be paid by each student, includes housing accommodations, student orientation, travel pass, in-country student support, medical insurance, some meals, support staff, and travel excursions. Authorization is further requested for the Vice Chancellor, Administrative Services, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office.

John Parker

Recommended by

B. V. Dipt Bada
Approved for Submittal

3.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
		Resolution	<u> </u>
DATE:	May 26, 2026	Information	<u> </u>
		Enclosure(s)	<u> </u>
SUBJECT:	District Study Abroad Program Winter Intersession 2027, Sydney, Australia		

BACKGROUND: Since 1987, the District has been running an International Education Program and during these years, has solicited proposals to provide travel arrangements. AIFS has been recommended to handle all travel arrangements for the proposed winter intersession 2027 Study Abroad Program in Sydney, Australia. AIFS is a leading study abroad provider with 61 years of experience delivering high-quality, academically focused faculty-led programs for institutions across the United States.

The proposed winter intersession 2027 Study Abroad Program will begin on January 6, 2027, and end on January 27, 2027. The program will be led by Fullerton College Drone Technology Faculty Jay Seidel. 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.

Upon return, a brief written summary of the trip that includes key outcomes, observations, and any follow-up actions that may benefit the District will be submitted to campus administration and the Chancellor's Office. The information from this and other international travel will be compiled in an annual report to the Board. This compilation will ensure that international travel experiences directly support our institutional goals and provide measurable value to our students and programs.

This board item was prepared by Dr. Dani Wilson, Dean of the Fullerton College Library/Learning Resources Instructional Support Programs and Services, and Administrator of the Study Abroad Program.

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

How does this relate to Board Policy: This item is 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 \$3,995 which includes housing accommodations, student orientation, travel pass, in-country student support, medical insurance, some meals, support staff, cultural activities, and excursions.

RECOMMENDATION: Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College winter intersession 2027 Study Abroad Program in Sydney, Australia and approve international travel for Jay Seidel who will be leading the program. The basic program fee of \$3,995, which is to be paid by each student, includes housing accommodations, student orientation, travel pass, in-country student support, medical insurance, some meals, support staff, and travel excursions. Authorization is further requested for the Vice Chancellor, Administrative Services, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office.

John Parker

Recommended by

B. V. Dipt Breda
Approved for Submittal

3.g.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 26, 2026 Resolution
Information
SUBJECT: North Orange Continuing Education (NOCE) Enclosure(s) X
Accreditation Mid-cycle Report

BACKGROUND: North Orange Continuing Education (NOCE) is required to submit a Mid-cycle Report to the Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) as part of its six-year accreditation cycle. The Mid-cycle Report provides an opportunity for the institution to reflect on its progress in addressing the recommendations identified during the most recent comprehensive accreditation review, as well as to highlight ongoing efforts that support continuous institutional improvement and student success. The report is prepared in accordance with the Commission’s prescribed template and adheres to established page limitations.

Since the last comprehensive accreditation visit in 2023, NOCE has demonstrated sustained progress in strengthening institutional effectiveness, enhancing student support services, and advancing equitable outcomes for its diverse student population. The Mid-cycle Report reflects the depth and breadth of actions taken over the past three years, with a focused commitment to expanding student-centered services and ensuring that programs remain responsive to the evolving needs of the communities it serves.

The Mid-cycle Report affirms NOCE’s ongoing commitment to maintaining high standards of educational quality, integrity, and accountability. Submission of this report ensures continued compliance with accreditation requirements and reflects the institution’s dedication to providing accessible, high-quality educational opportunities that meet students where they are and support their goals.

This item is submitted by NOCE co-chairs Tina McClurkin, WASC Faculty Accreditation Chair and Julie Schoepf, WASC Marketing/Logistics Liaison.

How does this relate to the five District Strategic Directions? Accreditation falls within the general framework of the District Strategic Directions. It focuses on (1) Student Experience & Success and (2) Employee Experience.

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

FUNDING SOURCE AND FINANCIAL IMPACT: Expenses related to the publication and submittal of the self-study report will come from the Accreditation budget within the general fund of North Orange Continuing Education.

RECOMMENDATION: It is recommended that the Board approve the North Orange Continuing Education’s 2026 Accreditation Mid-cycle Report.

Jennifer Vega La Serna  4.a.1

 Recommended by Approved for Submittal Item No.



**NORTH ORANGE
CONTINUING EDUCATION
MID-CYCLE REPORT**

**1830 W. Romneya Drive
Anaheim, CA 92801**

June 2026

**Accrediting Commission for Schools
Western Association of Schools and Colleges**

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1: School Description

North Orange Continuing Education (NOCE), a standalone noncredit institution within the North Orange County Community College District (NOCCCD), has served the region for more than 50 years by providing accessible, tuition-free, high-quality educational programs that support adult learners in achieving academic, career, and personal goals. As one of the largest and most extensive noncredit continuing education providers in California, NOCE annually serves more than [16,000](#) students across three main Centers, the Anaheim Campus, Cypress Center, and Wilshire Center, as well as over 100 community-based instructional sites and an expanding array of online learning options. NOCE is [fully accredited](#) by the Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC), and maintains a strong commitment to institutional effectiveness, student learning, and equitable access.

NOCE offers a broad spectrum of [programs](#) designed to meet diverse community needs, including Adult Basic Education and high school completion pathways; English as a Second Language and citizenship preparation; short-term vocational Career Technical Education certificates aligned with regional workforce demands; programs and services supporting adults with disabilities; and enrichment and lifelong learning opportunities for older adults and the broader community. These programs are supported by comprehensive student services such as counseling, assessment, tutoring, learning labs, accessibility support, assistance with basic needs and mental health, and career guidance, all aimed at facilitating student progress and successful transitions to employment, higher education, or increased self-sufficiency.

Guided by its mission to provide relevant, student-centered, and transformative educational opportunities, NOCE emphasizes equity, innovation, and continuous improvement. The institution regularly engages in data-informed planning, departmental review, and collaborative decision-making processes to ensure that offerings and support services remain responsive to evolving community and labor-market needs. Through its focus on accessibility, inclusivity, and student success, NOCE continues to play a vital role in strengthening the educational, economic, and social well-being of North Orange County and surrounding communities.

2: Significant Changes and Developments

Since the 2023 Self-Study, NOCE has expanded its [Distance Education](#) (DE) infrastructure by hiring an Instructional Designer (Spring 2023) and a DE Director (Summer 2025). The Academic Senate established a [Distance Education Committee](#) to replace the former advisory group and strengthen governance of online instruction. The committee revised the [Online Teaching Certification Equivalency](#) process and broadened professional development to support instructional quality across all teaching modalities.

In November 2025, the Academic Senate approved a new [Instructional Program Review](#) framework, with a pilot scheduled for Spring 2026. The framework formalizes program-level evaluation of enrollment, retention, and completion trends and integrates curriculum

standards, equity considerations, and data to inform program planning and improvement. To support implementation, the Curriculum Committee is expanding faculty training on program review and curriculum standards. A comprehensive training held during Winter Recess 2025 covered CurricUNET, Course Outlines of Record (CORs), and the curriculum approval process. Further training is being planned during 2026 to strengthen faculty understanding of COR development, alignment with institutional and accreditation expectations, and training on CourseDog as we transition from CurricUNET.

NOCE also improved its Student Learning Outcomes (SLO) processes by transitioning from eLumen to Canvas's Learning Mastery Gradebook as the official assessment platform. Following training and process refinements, faculty participation increased from 15,527 in Fall 2024 to 30,197 in Spring 2025. Additional accomplishments include publication of the updated [SLO Handbook](#) Fall 2025 and completion of the 2024–2025 [SLO Report and Faculty Engagement Summary](#).

Campus Communications enhanced consistency in institutional messaging by providing NOCE Ambassador Training for employees and student leaders by developing a centralized branding webpage containing official templates, style guides, accessibility resources, and communication tools.

Counseling and Student Services expanded holistic student support through initiatives such as the Student Success Navigator Program, the [CARE Team](#), [Rising Scholars](#), [Pride Space](#), [Emotional Wellness Workshops](#) and TimelyCare. NOCE also provides students with non-perishable food, fresh produce, day-to-day necessities, and resource information through the [NOCE Food Pantry](#). The department continues to facilitate student representation through the Student Trustee and Student Leaders Program. The NOCCCD Board of Trustees established the NOCE Student Trustee position to ensure equitable representation in the district's policy making.

3: Engagement of Educational Partners in Continuous School Improvement

Progress of the [North Orange County Regional Consortium for Adult Education](#) (NOCRC) CAEP Three-Year Regional Adult Education Plan (2025–2028) is ensured through the integration of Three-Year Plan goals into the Consortium's Annual Plans. The NOCRC Executive Committee, which includes all eight consortium members: six K-12 districts, one regional occupational program (ROP), and a county office of education, meets monthly to monitor progress and holds an annual meeting to review the prior year's plan and establish goals for the subsequent year.

Additionally, the NOCE Office of Research and Planning publishes an annual evaluation report assessing the effectiveness of all CAEP strategies implemented by NOCE. This report is distributed to and reviewed by the North Orange County Regional Consortium (NOCRC) Executive Committee, ensuring transparency, data-informed decision-making, and continuous improvement at the regional level.

4: Progress on the Implementation of the Schoolwide Action Plan

Growth Area 1- Engage all staff in the review and revision of the School-Wide Action Plan. To support streamlined monitoring, the Schoolwide Action Plan was intentionally aligned with the NOCE Strategic Plan, allowing progress to be tracked across both institutional frameworks. Action Plan and Strategic Plan Champions assigned to facilitate action steps in both plans meet regularly throughout the year to report on progress. In addition, NOCE conducts annual schoolwide strategic planning retreats to gather feedback from all NOCE constituent groups regarding progress and recommended revisions to either plan. Any revisions are formally approved through Academic Senate and President's Cabinet processes. Foundational structures have been established, and annual SLO assessment cycles are now underway. Flex Day activities have offered ongoing professional development in crafting effective SLOs, while an annual SLO assessment cycle, supported by department-level review processes, has been implemented to ensure consistent evaluation and improvement.

Growth Area 2- Develop inclusion of adjunct faculty members for programmatic input and overall participation as a stakeholder group. Inclusion of adjunct faculty in Program Review is progressing through the development of initial structures designed to support their meaningful participation. Work has begun to build a system that integrates adjunct faculty into [Departmental Review and Planning](#) processes, ensuring their perspectives and expertise are represented. Additionally, compensation mechanisms and committee structures are being aligned to facilitate and encourage adjunct engagement, laying the groundwork for more equitable and inclusive involvement moving forward.

The recently negotiated Adjunct Faculty United (AFU) contract allows compensation for adjunct faculty participation in bi-annual departmental convenings, Academic Senate, and Distance Education and Curriculum committees. This change in contract has resulted in increased adjunct faculty engagement and participation.

Growth Area 3- Strengthen the culture of belonging, transparency, and teamwork. Belonging, transparency, and teamwork have shown strong progress, particularly in the areas of onboarding, communication, and involvement. The [NOCE Information Depot](#) has been substantially expanded with a wide range of onboarding videos and materials, and work is underway to develop a comprehensive school-wide policy and procedure hub. Plans are also in place for a communication campaign to promote wider use of the Information Depot among all staff. In addition, the NOCE Decision-Making Resource Manual was created to support clarity and collaboration. Cross-departmental initiatives, such as the Academic Leadership Team consisting of faculty leads and academic managers, and ambassador training programs have also been launched and piloted, further strengthening teamwork and institutional connection. Also, the [WASC Leads team](#) was established to ensure consistent collaboration and effective communication regarding accreditation deliverables, including the Action Plan, Mid-cycle Report, and Self-Study.

Growth Area 4- Develop a school-wide cycle of Program (Curriculum) Review to ensure rigor and relevance of NOCE course offerings. The development of a school-wide [program review cycle](#) is progressing steadily, with both the framework and evaluation systems taking shape. A pilot group will be going through the program review process Spring 2026. Workgroups are currently identifying indicators for distance education and online services, while the Institutional Effectiveness Committee has deployed the [Departmental Planning and Review Process](#) to evaluate administrative departments. A comprehensive program review framework, complete with equity indicators and an institutional calendar, is in development to guide consistent and meaningful assessment. Plans are in place to provide faculty training on program review processes and curriculum standards, including stipends to support adjunct participation. Additionally, regular faculty training on course design is being planned to promote continuous improvement in instructional quality.

Growth Area 5- Institutionalize ongoing support for all instruction delivery and student service models. Institutional support for instructional delivery and student services has advanced significantly, with major distance education (DE) infrastructure now in place and continued expansion underway. A permanent Instructional Designer and Distance Education Director have been hired, ensuring long-term sustainability for [DE initiatives](#), while Peer Online Course Review (POCR) implementation and faculty training in both online instruction and counseling services are progressing. Hyflex instruction has been successfully piloted, with additional course sections scheduled, and the new online orientation has been developed, tested, and prepared for full implementation. Additional support, such as technology navigation resources, was established through the [Career Skills and Resource Lab](#), and [Laptop and Hotspot Loan Program](#), and enhanced faculty collaboration structures are currently in development. Plans are also moving forward to centralize student support centers in both in-person and online formats. Furthermore, efforts are being made to streamline student onboarding and broaden the use of Open Educational Resources (OER), reinforcing equitable access and student success.

Growth Area 6- Engage all departments in regular review of student learning data. With the transition from eLumin to Canvas, regular review of student learning data is advancing as NOCE expands its SLO infrastructure and strengthens reporting practices. Each department has a faculty SLO designee who provides discipline-specific support and guidance. Beginning Spring 2026, NOCE is integrating a short SLO data conversation into every department meeting using Data Conversation Prompts ([SLO Data Facilitation Guide](#)) alongside SLO achievement and faculty engagement reports. Departments follow a rotating three-meeting cycle (Participation, Modality and Outcomes, and Data Quality) for 10–15 minutes per meeting to support consistent implementation. SLOs are being mapped to specific skills to enable clearer, more actionable analysis, and the institution is establishing consistent, measurable SLOs across NOCE. Training in curriculum mapping and assessment is being developed to strengthen faculty capacity, and a recurring SLO orientation for new faculty began in 2025. NOCE also conducts annual reviews of the Action Plan and SLO achievement data, with key discussion takeaways and next steps documented in department minutes and elevated through Associate Dean meetings to inform continuous improvement and decision-making.

Growth Area 7- Expand opportunities for student engagement to increase a sense of acceptance and belonging. Student engagement and belonging efforts are steadily advancing as NOCE builds the infrastructure needed to support long-term student involvement and connection. Plans are underway to establish student affinity clubs and explore the development of a mentorship program, while the [Student Leadership Program](#) continues to expand with the long-term goal of forming a Student Associated Body. NOCE has also initiated student representation on district committees, ensuring that learners have a voice in institutional decision making. NOCE's first [Student Trustee](#) was voted in during the 2024-2025 school year to advocate for student interests and act as a vital connection between the NOCE Board of Trustees and the student community. Student ambassador training took place in Fall 2025, and a virtual job bulletin was created to centralize employment opportunities from NOCE and its partners. In addition, regular feedback from students and Associate Deans is being gathered to inform scheduling and better align offerings with student needs. In 2024-2025, NOCE piloted the Student Success Navigator initiative aimed to increase student engagement and retention through case management using an early alert system.

The [Helping Hand Clothing Closet](#) went through a remodel to create a more welcoming and store-like environment for students. If students have an interview, are starting a new job, or need an upgrade for their professional appearance, they can schedule an appointment with the [Aspire Attire Lounge](#). With the remodel, we have also included a section of everyday casual wear for students that are experiencing hardship.

Growth Area 8- Maximize institutional capacity by leveraging existing and seeking additional financial resources to meet institutional priorities. Financial resource optimization is progressing as NOCE works to strengthen the alignment between funding strategies and institutional priorities. Starting fall 2025, NOCE implemented a class efficiency metric to optimize the use of ongoing funding. A long-term funding plan is being developed in preparation for the transition away from Hold Harmless funding, and efforts to secure additional grants and to leverage existing grants for personnel costs remain ongoing. [Budget planning processes](#) are being revised so that funding requests are directly connected to program review findings, ensuring more data – informed resource allocation. Additionally, a comprehensive compendium of NOCE funding sources is in development, and work is underway to align budget and position request timelines across all funding streams, promoting greater coherence and efficiency in financial planning.

Growth Area 9- Increase community engagement in supporting outreach, instruction, and student services. Community engagement and outreach efforts are advancing as NOCE develops the strategic tools and structures needed to strengthen its connection with the broader community. A comprehensive outreach and engagement plan is currently in development, incorporating effectiveness indicators to support ongoing assessment and improvement. A tool kit of marketing materials is being prepared for inclusion in the NOCE Information Depot, providing staff with consistent and accessible resources for outreach. Additionally, NOCE implemented a comprehensive Customer Relations Management system (CRM), Element 451, for tracking prospective students and assisting new students with

onboarding. The network of active partners was expanded to more than 300 members. One of the most noteworthy recently implemented partnerships was an agreement with [Serve the People](#) to provide mobile low-cost/cost-free clinics to students. [Power Up Fairs](#), offered during registration periods strengthen student engagement by connecting learners to critical community resources such as healthcare, social services, and community college partners, while increasing awareness of [NOCE programs](#).

In the spring of 2025, CTE purchased a dedicated [NOCE outreach van](#). This mobile unit will serve as a dynamic, rolling advertisement-bringing information, resources, and interactive experiences directly to the communities we serve while showcasing the wide range of programs we offer. Through these efforts, we aim to raise awareness, spark interest, and open doors to new opportunities in career education.

5: Revised Schoolwide Action Plan

In preparation for the review, NOCE refined its action plans across all criteria to ensure alignment with current institutional practices, structures, and priorities. Updates focused primarily on revising completion dates and identifying appropriate champions to reflect organizational changes, clarify accountability, and support more effective implementation. For Criterion 1, NOCE strengthened alignment between student learning outcome training, curriculum development, and the SLO assessment framework, while also adding a new action to improve access to institutional data. Criterion 2 revisions ensure that timelines and responsible parties accurately reflect current NOCE practices.

Under Criterion 3, language was clarified, and timelines were adjusted to broaden constituent engagement and promote deeper collaboration and shared understanding across the institution. Criterion 4 updates clarified action steps, revised reporting methods, and adjusted completion dates and champions to reflect the new distance education structure and timeline. These changes also underscored the importance of reviewing student services and intentionally including faculty in the process.

For Criterion 5, NOCE revised completion dates and champions and adjusted one identified growth area to establish a more realistic timeline for building institutional capacity. Criteria 6 and 7 updates reflected structural changes in distance education and the emerging organization of NOCE student life, respectively.

Finally, Criteria 8, 9, and 10 were updated to ensure continued alignment with evolving leadership roles, institutional structures, and approaches to student engagement and support, including the addition of a newly established leadership position under Criterion 9.



North Orange Continuing Education
Accreditation Mid Cycle Report
Revised Action Plan Explanation

May 26, 2026

Dear NOCCCD Board of Trustees,

In alignment with the Accrediting Commission for Schools, Western Association of Schools and Colleges (ACS WASC) commitment to continuous improvement and institutional effectiveness, attached is NOCE's 2023 Action Plan, which captures comprehensive updates and measurable progress achieved over the past three years in response to the recommendations from the most recent comprehensive accreditation review.

Building on this strong foundation, NOCE convened an Accreditation Action Plan Retreat on January 9, 2026, bringing together key stakeholders (staff, faculty, and students) to reflect, assess progress, and strategically refine priorities. As a result of this collaborative effort, the Action Plan has been thoughtfully revised to ensure continued alignment with institutional goals, evolving student needs, and ACS WASC standards for sustained, schoolwide improvement. The revisions focused on the Action Steps keeping the original Goals and Objectives intact. Revisions have been clearly indicated through highlighting to support an efficient review process. The revised Action Plan is included for your review.

Thank you,

Valentina Purtell, NOCE President

North Orange Continuing Education Action Plan

Approved: President's Cabinet Meeting 4.18.23
Updated and approved: WASC Action Plan Retreat 1.9.26

Growth Area 1:	Engage all staff in the review and revision of the Schoolwide Action Plan, based on the SLOs achievement in all program areas will be necessary for sustained school improvement.
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WASC Criterion 1: School Mission and School-wide Learner Outcomes.

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Collaborate with ProD to ensure ongoing training is available for faculty on writing effective SLOs.	Fall 2023	ProD Chair, SLO Coordinator	Facilities	Fall and Winter Flex Day activities.	Completed: bi-annual training at Flex Day events, weekly office hours, and monthly support activities at department meetings.
2.	Structure an annual SLO assessment cycle, including timeline, required deliverables, support resources.	Fall 2023	SLO Coordinator	Time	Department SLO action plans based on SLO assessment findings.	Completed: semester-based SLO assessment cycle established with check-in points mid-term.
3.	Annual review of SLO assessment report in every department.	Fall 2023	Associate Deans	Time	Department SLO action plans based on SLO assessment findings.	Completed: Annual SLO Report template developed. The 2024/25 report was distributed to every department.
4.	Implement an annual institutional effectiveness data summit.	Fall 2023	OIRP	Facilities	Data trends and implication report.	Completed: data review was included in the annual schoolwide strategic planning retreat.

Growth Area 2:	Develop inclusion of adjunct faculty members for programmatic input and overall participation as a stakeholder group.
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WASC Criterion 2: Governance, Organizational Infrastructure, and School Leadership.

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Develop a system of adjunct faculty participation in the Program Review and Departmental Review and Planning.	Spring 2023	Institutional Effectiveness Committee	Compensation Mechanism and Funds	Committee Charters.	Completed: Program Review framework provides for adjunct faculty participation.

Growth Area 3:	Strengthen the culture of belonging, transparency, and teamwork.
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WASC Criterion 3: Faculty and Staff

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Develop and implement an onboarding process for all new NOCE employees.	Fall 2023	President's Office, Administrative Professionals Team	Time, Technology	NOCE Information Depot	Completed: NOCE Information Depot has been populated with videos and PPT. Process to continue.
2.	Develop and implement a NOCE employee resource hub with school-wide policies and procedures	Fall 2023	President's Office	Time, Technology	NOCE Information Depot	In Progress: work began in 2021 and will continue.
3.	Create NOCE Information Depot campaign and announce it to all staff.	Fall 2023	President's Office	Time, Technology	NOCE Information Depot	Ongoing efforts to familiarize NOCE staff with Info Depot
4.	Adopt the practice of community agreements (norms of engagement) in all NOCE decision-making committees and groups.	Spring 2024	President	Time	Evidence of community agreements adopted by various committees.	Revised: it was recommended to consider adopting dialog guidelines instead.
5.	Develop a decision-making manual for NOCE.	Fall 2023	VPSS	Time	Action Plan	Completed: Decision-Making Manual posted in the Information Depot.
6.	Increase instances of cross-departmental and cross-institutional collaboration.	Spring 2024	VPI, VPSS, Academic Senate, Associate Deans	Time	Cross-departmental functional teams	Ongoing: Academic Leadership Team established, Associate Dean and Directors meetings
7.	Continue to implement the NOCE ambassador training.	Spring 2024	Director of Campus Comm, President's Office	Ambassador training materials, list of training participants.	Action Plan	January 2022: Miranda Bates and Julie Schoepf created ambassador training materials and piloted to the Administrative Professionals Team.

Growth Area 4:	Develop a school-wide cycle of Program (Curriculum) Review to ensure rigor and relevance of NOCE course offerings.
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WASC Criterion 4: Curriculum

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Identify effectiveness indicators for DE courses and online student services.	Spring 2024	DE Advisory Workgroup	Time	Institutional Effectiveness Report	In Progress: Instructional Program Review framework includes effectiveness indicators for DE courses.
2.	Evaluate effectiveness of instruction and student services offered online.	Spring 2024	Institutional Effectiveness Committee	Time	Institutional Effectiveness Report	See above.

Growth Area 4:	Develop a school-wide cycle of Program (Curriculum) Review to ensure rigor and relevance of NOCE course offerings.
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WASC Criterion 4: Curriculum

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
3.	Develop a program review framework, including curriculum standards, equity indicators, and a rotational calendar.	Spring 2024	Ease Learning Internal Project Manager, Curriculum Committee	Time, Technology	Program review guide and timeline.	Completed: Program Review framework was developed and implemented in Spring 2026.
4.	Develop and offer training to faculty on the program review process and curriculum standards.	Spring 2024	Ease Learning Internal Project Manager, Curriculum Committee	Facilities, Technology, Stipends for adjunct faculty	Evidence of faculty training, satisfaction survey results.	Ongoing: Flex Day included training on the newly developed Program Review framework.
5.	Solicit feedback from students representing different programs on the effectiveness of the current curriculum to meet their education goals.	Fall 2023 – Spring 2024	OIRP	Incentives for student participation	Focus group findings.	In-Progress: student survey and focus groups are underway in the Spring 2026 term.
6.	Develop and implement regular training for faculty on course design.	Spring 2024	DE Coordinator (POCR Lead Reviewer)	Time	Course design standards, evidence of faculty participation in training.	Ongoing: Instruction Designer is working in teams and individually with faculty designing new and revising existing DE courses.
7.	Develop a unified online curriculum and data collection process that spans all campuses.		Curriculum and DE Advisory Committee	Time	Action Plan	Completed: relevant data collection is included in the annual Program Review cycle.

Growth Area 5	Institutionalize ongoing support for all instruction delivery and student service models.
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WASC Criterion 5: Instruction

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Establish a permanent staffing structure to sustain and maintain distance education program.	Fall 2023 – Spring 2026	VPI	Ongoing funding	President’s Cabinet Action Plan	Completed: Instruction Designer position filled. Distance Education Director position filled.
2.	Implement ongoing training and development for instructional faculty offering DE classes and counseling faculty offering remote student services.	Spring 2024	DE Advisory, Associate Deans, ProD Committee	Time, Technology	Implementation of POCR for instructional faculty. Training for counseling faculty offering online services.	Ongoing: DE Director and Instruction Designer provide ongoing training and support.

Growth Area 5		Institutionalize ongoing support for all instruction delivery and student service models.				
WASC Criterion 5: Instruction						
STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
3.	Pilot Hy-Flex instruction and hybrid delivery models.	Fall 2024	DE Coordinator, Associate Deans of Instructional Programs, Academic Senate	Instructional Equipment Facilities	Hy-Flex class sections in schedule of classes, effectiveness evaluation.	In Progress: hy-flex pilot is scheduled for the Fall 2026 term.
4.	Institutionalize DE orientation course.	Fall 2023	DE Coordinator	Staff	Action Plan	Completed: online orientation already developed, piloted and ready for implementation.
5.	Develop a mechanism for just-in-time student support.	Spring 2024	DE Advisory Group	Staff	DE Plan	Addressing in 2026.
6.	Enhance computer and technology navigation assistance for new students taking online classes.	Fall 2023	DE Coordinator	Staff	Action Plan	Ongoing: the following support systems were established: Student Technology Support Services center and Career Skills and Resource Lab.
7.	Develop a formal faculty collaboration process to focus on enhancing instruction and support student achievement.	Spring 2024	President, Academic Senate	Staff	Action Plan	Completed: faculty collaboration structure was formalized in the Program Review framework.
8.	Create consistency throughout departments to ensure instruction is measured through the achievement of course objectives and SLOs.	Spring 2024	Vice President of Instruction SLO Coordinator Associate Deans	Staff	Action Plan	Completed: SLO assessment cycle and SLO assessment report template have been developed and implemented.
9.	Explore options for use, adaptation, and creation of open education resources (OER) with a goal of zero textbook cost to reduce costs for students.	Spring 2026	Academic Senate, Associate Deans, VPI	OER Database	List of courses that transitioned to OER library by discipline.	Ongoing: a faculty workgroup to establish OER standards and guidelines have been formed. The ESL Department is in the process of developing OER content.

Growth Area 5	Institutionalize ongoing support for all instruction delivery and student service models.
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WASC Criterion 5: Instruction

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
10.	Establish in-person and online welcome center or student success center, where students go to one source for instructional support, technical support, counseling, job skills, and other support (or referrals).	Spring 2024	VPI, VPSS Associate Deans Director, CSS	Time, space	Functionality of current separate physical locations combined into streamlined center at main sites and online (e.g., NOCE Learning Center, ESL Learning Center, Career Skills & Resource Lab).	Ongoing: in-person welcome center was established at the Anaheim Campus, including A&R, Counseling and Student Technology Support Services.
11.	Streamline student onboarding to reduce gap between enrollment, attendance, and participation in classes.	Spring 2024	VPI, VPSS Associate Deans, Registrar, Director of Campus Comm	Time	Increased attendance/participation, persistence, and achievement (e.g., course completions; certificates earned).	In Progress: soft launch of a CRM system with embedded new application is scheduled for summer, 2026.

Growth Area 6	Engage all departments in regular review of student learning data.
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WASC Criterion 6: Assessment

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Map SLOs to specific skills to facilitate outcomes reporting and analysis for continuous improvement.	Fall 2023	SLO Coordinator	Reassigned faculty time, technology	Annual SLO Report	Addressing in 2026.
2.	Create SLOs that are measurable, and consistent across NOCE, to allow for clear data collection among all departments for program evaluation.	Fall 2023	Associate Deans, SLO Coordinator	Reassigned faculty time, technology	Annual SLO Report	Ongoing faculty training (see Growth Area 1, Step 1) and peer review at the Curriculum Committee for all new and revised courses.
3.	Provide training to faculty on curriculum mapping and effective assessment of student learning.	Spring 2024	SLO Coordinator, POCR Lead Reviewer	Facilities, Technology, Stipends for adjunct faculty	Training course materials and evaluation.	Addressing in 2026.
4.	Provide SLO orientation and training to new faculty hires every term.	Fall 2025	SLO Coordinator, POCR Lead Reviewer, Associate Deans	Facilities, Technology, Stipends for adjunct faculty	SLO orientation faculty training course. Evidence of faculty's completion of course.	Ongoing: department SLO champions provide training and support to the faculty of their disciplines.

Growth Area 6	Engage all departments in regular review of student learning data.
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WASC Criterion 6: Assessment

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
5.	Ensure that all active courses have SLOs.	Spring 2025	Curriculum Committee, SLO Coordinator	Technology	Annual SLO Report	Ongoing: accountability systems include Curriculum Committee and Program Review Committee peer review to ensure existence and effectiveness of SLOs.
6.	Conduct annual review of the school-wide Action Plan completion progress.	Spring 2024	President	Time, Technology	President's Cabinet Minutes, Annual SLO Report.	Ongoing: review of the school-wide Action Plan is included in the annual NOCE Strategic Planning Retreat.
7.	Conduct annual review of school-wide SLO achievement data.	Spring 2024	President, SLO Coordinator	Time, Technology	President's Cabinet Minutes, Annual SLO Report.	Completed: 2024/25 SLO Report was presented to the Academic Senate and President's Cabinet. The same structure will continue moving forward.

Growth Area 7	Expand opportunities for student engagement to increase a sense of acceptance and belonging.
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WASC Criterion 7: Student Support Services

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Establish student affinity clubs and explore the viability of a student mentorship program.	Spring 2026	Director, CSS	Facilities Staff	Student engagement webpage.	Addressing in 2026.
2.	Increase membership of Student Leadership Program with the goal of developing the NOCE Student Associated Body.	Spring 2026	Director, CSS	Time	Recommendations on AS body.	In Progress: The Student Leadership Team was expanded to ten active members. The Academic Senate appointed a faculty advisor.
3.	Implement student ambassador training.	Fall 2024	Director of Campus Comm	Incentives for students	Student ambassador training materials and participant roster.	Addressing in 2026.

Growth Area 7	Expand opportunities for student engagement to increase a sense of acceptance and belonging.
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WASC Criterion 7: Student Support Services

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
4.	Include NOCE student representation in the district’s decision-making committees.	Fall 2023	President	Time	Charters of district committees.	In Progress: District committee charters include NOCE student representation. However, students’ availability is limited.
5.	Communicate job opportunities within NOCE to the current and past students. Include postings from NOCRC and One-Stop partners currently being sent as individual emails.	Fall 2024	Associate Dean, CTE	Software	Virtual job bulletin.	Completed: virtual job bulletin “Handshake” was launched.
6.	Solicit Associate Deans and students’ feedback regularly to inform scheduling of in-person, hybrid, and online courses and student services.	Fall 2023 – Spring 2026	OIRP	Time	Survey and focus group findings.	Ongoing: topics on schedule planning are included in the bi-monthly meetings of associate deans. An annual survey on student experience in DE courses has been implemented.

Growth Area 8	Maximize institutional capacity by leveraging existing and seeking additional financial resources to meet institutional priorities
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WASC Criterion 8: Resource Management

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Develop long-term funding plan that sustains current program and course offerings with the expectation that the hold harmless will be removed.	Spring 2024 – Fall 2025	President	NOCE AND NOCCCD Budget for 2025/26	President’s Cabinet, Budget and Facilities Committee.	In Progress: class efficiency metrics have been established and enforced, resulting in an 84% decrease in deficit.
2.	Secure additional grants to provide resources for innovative solutions.	Fall 2023 – Spring 2026	Associate Deans	Staff	NOCE budget.	Ongoing: applied for two additional grants, ELL Healthcare Pathways (state funds) and ETPP (federal funds). Secured the Fresh Success Grant to assist students with basic needs.

Growth Area 8	Maximize institutional capacity by leveraging existing and seeking additional financial resources to meet institutional priorities
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WASC Criterion 8: Resource Management

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
3.	Review and revise budget planning processes to ensure that it's driven by departmental review findings and school-wide strategic priorities.	Fall 2023	Budget and Facilities Planning Committee	Time	Budget request templates to include findings from departmental reviews.	Completed: budget request templates have been revised.
4.	Develop a compendium of all funding sources available to NOCE, including eligibility requirements, contact person and expenditure timeline.	Fall 2023	Director, Administrative Services	Staff	Centralized listing of all funding sources.	Addressing in 2026.
5.	Align budget planning and position request timelines across all funding sources.	Fall 2023	Budget and Facilities Planning Committee	Time	School-wide budget planning cycle.	Completed; however, the position request process was suspended in 2025/26, due to budget uncertainty.

Growth Area 9	Increase community engagement in supporting outreach, instruction, and student services.
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WASC Criterion 9: Community Partnerships

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Develop a strategic outreach and community engagement plan. Develop indicators to review its effectiveness.	Fall 2023 – Spring 2025	Community Relations Team	Time, Staff	Community engagement section in annual marketing plan.	Addressing in 2026.
2.	Develop a toolkit of marketing materials for NOCE programs.	Spring 2024	Director of Campus Comm	Technology	Post toolkit in the NOCE Information Depot.	In Progress: NOCE Brand website was updated including a new marketing request ticket system. Branding package included for those that use Canva.
3.	Develop and implement a process and database for collecting contact information for potential students and follow them through enrollment and registration.	Fall 2023	Director of Campus Comm, Director, OIRP, Director, CSS	Software	Database of contact information for potential students, records of follow-up activities and course registration.	In Progress: a new CRM system is scheduled to be launched in the Summer 2026 term.

Growth Area 9	Increase community engagement in supporting outreach, instruction, and student services.
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WASC Criterion 9: Community Partnerships

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
4.	Expand career training based on local workforce and economic development input to increase opportunities for students.	Fall 2023 – Spring 2025	Associate Dean, CTE	Time, Surveys	CTE Advisory Committee, Action Plan	Ongoing: several new CTE certificates have been developed, including Applied AI, Solar Technician, Pharmacy Technician Advanced, and Project Management

Growth Area 10	Expand opportunities for student engagement to increase a sense of acceptance and belonging.
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WASC Criterion 10: Action Plan for Continuous Improvement

STEPS TO ADDRESS GROWTH AREA		TIMELINE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	UPDATE
1.	Expand student input in the development and revisions of the school-wide Action Plan.	Fall 2023	President	Students	Notes from the Student Leadership meeting.	Ongoing: the school implemented a revised structure for Action Plan oversight by assigning responsible committees to lead the review of specific objectives. These committees include voting student representatives, ensuring systematic integration of student voice into institutional planning.

**North Orange Continuing Education
Action Plan**

REVISED: WASC Action Plan Retreat on January 9, 2026

NOTE: Revisions have been clearly indicated through highlighting to support an efficient review process.

Growth Area 1:	Engage all staff in the review and revision of the School-Wide Action Plan, based on the SLOs achievement in all program areas will be necessary for sustained school improvement.
NOCE Strategic Plan Reference	Objective 1: Monitor SLOs of all student groups and issue an annual report on the findings.

WASC Criterion 1: School Mission and Schoolwide Learner Outcomes.

STEPS TO ADDRESS GROWTH AREA		COMPLETION DATE	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Change
1.	Collaborate with ProD to ensure ongoing training on writing effective SLOs is available for faculty.	Spring 2026	ProD Chair, SLO Coordinator Curriculum Chair		Fall and Winter Flex Day activities	Align SLO training with curriculum development.
2.	Structure a term-based annual SLO assessment cycle, including timeline, required deliverables, and support resources.	Spring 2025	SLO Coordinator Associate Deans Department SLO Champions		Department SLO action plans based on SLO assessment findings	Align Action Plan Steps with the recently established SLO assessment framework, including roles and responsibilities.
3.	Establish a departmental review of the SLO report every term.	Spring 2026	Associate Deans Department SLO Champions		Department SLO action plans based on SLO assessment findings	Align Action Plan Steps with the recently established SLO assessment framework, including roles and responsibilities.
4.	Implement an annual review of institutional effectiveness. data summit.	Spring 2027	OIRP Institutional Effectiveness Committee	Facilities	Data trends and implication report	More accurate reflection of NOCE practices.

Growth Area 2:	Develop inclusion of adjunct faculty members for programmatic input and overall participation as a stakeholder group.
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WASC Criterion 2: Governance, Organizational Infrastructure, and School Leadership.

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1.	Develop a system of adjunct faculty participation in the Program Review process. Departmental Review, and Planning.	Spring 2026	Institutional Effectiveness Committee VPI Program Review Committee Associate Deans	Compensation Mechanism and Funds	Committee Charters	Reflect current NOCE practices.

Growth Area 3:	Strengthen the culture of belonging, transparency, and teamwork.
NOCE Strategic Plan Reference	Objective 4: Nurture mutually respectful, inclusive, safe, and supportive human connections with and among all employees.
NOCE Strategic Plan Reference	Objective 11: Develop and implement systematic opportunities and tools for improved communication on crucial topics at all NOCE levels.

WASC Criterion 3: Faculty and Staff

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1.	Develop and implement an onboarding process for all new NOCE employees.	Fall 2026	President's Office, Staff Management Team Administrative Professionals Team	Time, Technology	NOCE Information Depot EdVantage Site	Include leadership roles driving the onboarding of new employees and current technology tools.
2.	Develop and implement a NOCE employee resource hub with school-wide policies and procedures	Fall 2023	President's Office Campus Communications	Time, Technology	NOCE Information Depot	Engage Campus Communications to explore additional platforms for the Information Depot to be housed.
3.	Create the NOCE Information Depot campaign and announce to all staff.	Fall 2023	President's Office	Time, Technology	NOCE Information Depot	
4.	Adopt the practice of the community agreements norms of engagement in all NOCE decision-making committees and groups.	Spring 2029	President Committee Chairs		Evidence of updated committee charters. community agreements adopted for Spring 2024 committees	Ensure campus engagement and buy-in. Wording clarification to avoid confusion with community partnerships
5.	Develop a decision-making manual for NOCE.	Fall 2023	VPSS		Action Plan Information Depot	
6.	Increase instances of cross-departmental and cross-institutional collaboration.	Spring 2024 Need earlier than 3 years from now. Spring 2029	VPI, VPSS, Academic Senate, Associate Deans		Cross-departmental functional teams	This is an ongoing endeavor to be reviewed and evaluated at the end of the 6-yr. cycle.
7.	Continue to implement the NOCE ambassador training for students and employees engaging with community partners.	Spring 2024	Director of Campus Comm, President's Office	Ambassador training materials, list of training participants.	Action Plan Training materials	Language clarification

Growth Area 4:	Develop a schoolwide cycle of Program (Curriculum) Review to ensure rigor and relevance of NOCE course offerings.
NOCE Strategic Plan Reference	Objective 2: Build into department planning and other major planning processes: a) evaluation of the extent to which programs and services meet applicable student needs; b) identification of any significant gaps or barriers; c) actions to reduce those gaps and barriers; d) allocation of human and fiscal resources to address identified gaps and barriers.
NOCE Strategic Plan Reference	Objective 16: Engage in systematic and structured review of instructional offerings, student services and campus operations to meet the evolving needs of students and campus constituents.

WASC Criterion 4: Curriculum

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1.	Identify effectiveness success indicators for DE courses and online student services.	Spring 2024-2027	DE Advisory Workgroup DE Committee Program Review Committee Department Faculty	Time	Institutional Effectiveness Report Program Review Report and Dashboards	Reflect the new DE structure and the timeline to address the program effectiveness through the newly implemented Program Review framework.
2.	Evaluate the effectiveness of instruction and student services offered online. Develop a framework for the review of student services.	Spring 2027	Institutional Effectiveness Committee Student Equity and Achievement Committee	Time	Institutional Effectiveness Report	Underscore the need to review student services, similar to instructional program review and administrative departmental planning.
3.	Develop a program review framework, including curriculum standards, equity indicators, and a rotational calendar.	Spring 2026	Ease Learning Internal Project Manager, Curriculum Committee Program Review Committee		Program review guide and timeline	Ease Learning contract was not renewed. Curriculum Committee took the lead in developing and implementing the Program Review
4.	Develop and offer training to faculty on the program review process and curriculum standards.	Spring 2026	Ease Learning Internal Project Manager, Curriculum Committee Program Review Committee	Facilities, Technology, Stipends for adjunct faculty	Evidence of faculty training, satisfaction survey results	
5.	Solicit feedback from students representing different programs on the effectiveness of the current curriculum to meet their education goals.	Spring 2027	OIRP Academic Senate	Incentives for student participation	Focus group findings	Include faculty in developing the data collection instrument.
6.	Develop and implement regular training for faculty on course design.	Spring 2024	DE Coordinator (POCR Lead Reviewer) DE Director Instructional Designer		Course design standards, evidence of faculty participation in training	Align activities with the roles and responsibilities under the new DE structure.

Growth Area 4:	Develop a schoolwide cycle of Program (Curriculum) Review to ensure rigor and relevance of NOCE course offerings.
NOCE Strategic Plan Reference	Objective 2: Build into department planning and other major planning processes: a) evaluation of the extent to which programs and services meet applicable student needs; b) identification of any significant gaps or barriers; c) actions to reduce those gaps and barriers; d) allocation of human and fiscal resources to address identified gaps and barriers.
NOCE Strategic Plan Reference	Objective 16: Engage in systematic and structured review of instructional offerings, student services and campus operations to meet the evolving needs of students and campus constituents.

WASC Criterion 4: Curriculum

STEPS TO ADDRESS GROWTH AREA	Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
7. Develop a unified online curriculum and data collection process that spans all campuses.		DE Advisory Committee			This activity is now covered under Program Review, where success indicator data is being pulled for all courses and is broken down by the instructional modality.

Growth Area 5	Institutionalize ongoing support for all instruction delivery and student service models.
NOCE Strategic Plan Reference	Objective 3: Deliver instruction and services in a variety of modalities and locations to facilitate student access and success.

WASC Criterion 5: Instruction

STEPS TO ADDRESS GROWTH AREA	Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1. Establish a permanent staffing structure in order to sustain and maintain distance education program.	Spring 2026	VPI	Ongoing funding	President's Cabinet Action Plan	
2. Implement ongoing training and development for instructional faculty offering DE classes and counseling faculty offering remote student services.	Spring 2028	DE Advisory, DE Committee Office of Instruction Associate Deans, ProD Committee		Implementation of POCR for instructional faculty. Training for counseling faculty offering online services.	
3. Pilot Hy-Flex instruction and hybrid delivery models.	Spring 2026	DE Coordinator, Associate Deans of Instructional Programs ITS Office of Instruction Academic Senate	Instructional Equipment Facilities	Hy-Flex class sections in the schedule of classes, and an effectiveness evaluation.	Reflect the change in roles and responsibilities within the new structure of online learning.

Growth Area 5	Institutionalize ongoing support for all instruction delivery and student service models.					
NOCE Strategic Plan Reference	Objective 3: Deliver instruction and services in a variety of modalities and locations to facilitate student access and success.					
<i>WASC Criterion 5: Instruction</i>						
STEPS TO ADDRESS GROWTH AREA	Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes	
4. Institutionalize DE orientation course. Make the DE Orientation Course available to faculty and students.	Fall 2023	DE Coordinator DE Committee Office of Instruction	Staff	Action Plan	Reflect the change in roles and responsibilities within the new structure of online learning, including revised goals.	
5. Develop a mechanism for just-in-time student support. Identify successful practices of supporting student retention in and completion of DE courses	Spring 2029	DE Advisory Group DE Committee OIRP	Staff	DE Plan	Show a more realistic timeline to build institutional capacity for online learning.	
6. Enhance computer and technology navigation assistance for new student taking online classes.	Spring 2027	DE Coordinator Student Technology Services	Staff	Action Plan	Reflect a new institutional structure as NOCE build its capacity to support DE.	
7. Develop a formal faculty collaboration process to focus on enhancing instruction and support student achievement.	Fall 2024	President, Academic Senate AS Subcommittees: Curriculum and DE	Staff	Action Plan	Reflect a clarified committee structure.	
8. Create consistency throughout departments to ensure instruction is measured through the achievement of course objectives and SLOs.	Spring 2026	Vice President of Instruction SLO Coordinator Associate Deans	Staff	Action Plan		
9. Evaluate facility utilization to maximize the capacity to offer instruction in various modalities.	Spring 2026	VPI Admin Services Director Budget and Facilities Planning Committee	Consulting services	Term classroom utilization matrix Facilities Development Plan	Established VPI's lead role in facilitating classroom assignments.	
10. Explore options for use, adaptation, and creation of open education resources (OER) with a goal of zero textbook cost to reduce costs for students.	Spring 2026	Academic Senate, Associate Deans, VPI	OER Database	List of courses that transitioned to OER OER library by discipline.		

Growth Area 5	Institutionalize ongoing support for all instruction delivery and student service models.
NOCE Strategic Plan Reference	Objective 3: Deliver instruction and services in a variety of modalities and locations to facilitate student access and success.

WASC Criterion 5: Instruction

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
11.	Establish in-person and online welcome center or student success center, where students go to one source for instructional support, technical support, counseling, job skills, and other support (or referrals).	Spring, 2027	VPI, VPSS Associate Deans Director, Student Equity and Success		Functionality of current separate physical locations combined into streamlined center at main sites and online (e.g. NOCE Learning Center, ESL Learning Center, Career Skills & Resource Lab).	
12.	Streamline student onboarding to reduce gap between enrollment, attendance, and participation in classes.	Fall, 2026	VPI, VPSS Associate Deans, A&R Director, Director of Campus Comm		Increased attendance/participation, persistence, and achievement (e.g. course completions; certificates earned).	Change the timeline to allow for the full implementation of CRM.

Growth Area 6	Engage all departments in regular review of student learning data.
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WASC Criterion 6: Assessment

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1.	Map SLOs to specific skills to facilitate outcomes reporting and analysis for continuous improvement.	Spring 2029	SLO Coordinator			Show the ongoing nature of this activity
2.	Create SLOs that are measurable, and consistent across NOCE, to allow for clear data collection among all departments for program evaluation.	Spring 2029	Associate Deans, SLO Coordinator			Show the ongoing nature of this activity.
3.	Provide training to faculty on curriculum mapping and effective assessment of student learning.	Spring 2024	SLO Coordinator, Curriculum Chair, POCR Lead Reviewer	Facilities, Technology, Stipends for adjunct faculty	Training course materials and evaluation.	Change in DE leadership structure, including the elimination of the POCR Lead Reviewer role Align training with curriculum development.

Growth Area 6	Engage all departments in regular review of student learning data.
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WASC Criterion 6: Assessment

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
4.	Provide SLO orientation and training to new faculty hires every term.	Fall 2026	SLO Coordinator, Curriculum Chair, POCR Lead Reviewer, Associate Deans	Facilities, Technology, Stipends for adjunct faculty	SLO orientation faculty training course. Evidence of faculty's completion of course.	Change in DE leadership structure, including the elimination of the POCR Lead Reviewer role
5.	Ensure that all active courses have SLOs.	Spring 2025	Curriculum Committee, SLO Coordinator	Technology	Annual SLO Report	
6.	Conduct annual review of the school-wide Action Plan completion progress.	Spring 2024	President	Time, Technology	President's Cabinet Minutes, Annual SLO Report	
7.	Conduct annual review of school-wide SLO achievement data.	Spring 2026	President, VPI, SLO Coordinator	Time, Technology	President's Cabinet Minutes, Annual SLO Report	Highlight the lead role of the Office of Instruction.

Growth Area 7	Expand opportunities for student engagement to increase a sense of acceptance and belonging.
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WASC Criterion 7: Student Support Services

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale the Proposed Changes
1.	Establish student affinity clubs and explore the viability of a student mentorship program.	Spring 2029	Director Student Services Coordinator, CSS, Academic Senate VP	Facilities Staff	Student engagement webpage	Ongoing Reflect the emerging structure of NOCE Student Life.
2.	Increase membership of Student Leadership Program with the goal of developing the NOCE Student Associated Body.	Spring 2029	Director, CSS Student Services Coordinator, CSS, Academic Senate VP		Recommendations on AS body	Reflect the emerging structure of NOCE Student Life and the realistic timeline for establishing a Student Associated Body on campus.
3.	Include NOCE student representation in the district's decision-making committees.	Fall 2023	President		Charters of district committees	
4.	Implement student ambassador training.	Fall 2024	Director of Campus Comm	Incentives for students	Student ambassador training materials and participant roster	

Growth Area 7	Expand opportunities for student engagement to increase a sense of acceptance and belonging.
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WASC Criterion 7: Student Support Services

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale the Proposed Changes
5.	Communicate job opportunities within NOCE to the current and past students. Include postings from NOCRC and One-Stop partners currently being sent as individual emails.	Fall 2024	Associate Dean, CTE Career Skills and Resource Lab Coordinator	Software	Virtual job bulletin	Handshake, the NOCE job board, is managed by CSRL.
6.	Solicit faculty, associate deans', and students' feedback regularly to inform scheduling of in-person, hybrid, and online courses and student services, as well as schoolwide events.	Spring, 2029	OIRP		Survey and focus group findings	Ongoing Ensure involvement of all stakeholders.

Growth Area 8	Maximize institutional capacity by leveraging existing and seeking additional financial resources to meet institutional priorities
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NOCE Strategic Plan Reference	Objective 8: Maximize institutional capacity by leveraging existing and seeking additional financial resources to meet institutional priorities.
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NOCE Strategic Plan Reference	Objective 19: Develop, implement, evaluate, and maintain a system of evidence-based integrated planning, resource allocation, and decision-making at all levels, from unit program review to institution-wide strategic and master plans, with appropriate constituency and functional participation.
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WASC Criterion 8: Resource Management

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1.	Develop long-term funding plan that sustains current program and course offerings with the expectation that the hold harmless will be removed.	Spring, 2029	President Director of Admin Services Committee on Budget and Facilities President's Cabinet NOCRC Executive Committee			Ongoing Addition of leadership roles, shared governance committees, and regional structures charged with developing and approving budgets.
2.	Secure additional grants to provide resources for innovative solutions.	Spring, 2029	VPI VPSS Associate Deans Faculty Leads	Staff	NOCE budget	Ongoing

Growth Area 8	Maximize institutional capacity by leveraging existing and seeking additional financial resources to meet institutional priorities
NOCE Strategic Plan Reference	Objective 8: Maximize institutional capacity by leveraging existing and seeking additional financial resources to meet institutional priorities.
NOCE Strategic Plan Reference	Objective 19: Develop, implement, evaluate, and maintain a system of evidence-based integrated planning, resource allocation, and decision-making at all levels, from unit program review to institution-wide strategic and master plans, with appropriate constituency and functional participation.

WASC Criterion 8: Resource Management

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
3.	Review and revise budget planning processes to ensure that they are driven by departmental review findings and schoolwide strategic priorities.	Fall, 2023	Budget and Facilities Planning Committee		Budget request templates to include findings from departmental reviews	
4.	Develop a compendium of all funding sources available to NOCE, including eligibility requirements, contact person and expenditure timeline.	Every Fall Term	Director, Administrative Services	Staff	Centralized listing of all funding sources	Align the timeline with the approval of the State and NOCCCD budgets.
5.	Align budget planning and position request timelines across all funding sources.	Fall, 2023	Budget and Facilities Planning Committee		Schoolwide budget planning cycle	

Growth Area 9	Increase community engagement in supporting outreach, instruction, and student services.
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NOCE Strategic Plan Reference	Objective 12: Increase ongoing engagement with the community through marketing, communications, and personal participation.
NOCE Strategic Plan Reference	Objective 13: Develop new partnerships and strengthen existing ones with community organizations and businesses to support student success.

WASC Criterion 9: Community Partnerships

STEPS TO ADDRESS GROWTH AREA		Completion date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1.	Develop a strategic outreach and community engagement plan. Develop indicators to review its effectiveness. Review its progress and effectiveness.	Spring, 2027	Community Engagement Coordinator Community Relations Team		Community engagement section in the annual marketing plan.	Include a newly established leadership position.
2.	Develop a toolkit of marketing materials for NOCE programs.	Spring 2024	Director of Campus Comm	Technology	Post toolkit in the NOCE Information Depot.	

Growth Area 9	Increase community engagement in supporting outreach, instruction, and student services.
NOCE Strategic Plan Reference	Objective 12: Increase ongoing engagement with the community through marketing, communications, and personal participation.
NOCE Strategic Plan Reference	Objective 13: Develop new partnerships and strengthen existing ones with community organizations and businesses to support student success.

WASC Criterion 9: Community Partnerships

STEPS TO ADDRESS GROWTH AREA		Completion date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
3.	Develop and implement a process and database for collecting contact information for potential students and follow them through enrollment and registration.	Fall 2026	Director of Campus Comm	Software	Database of contact information for potential students, records of follow-up activities and course registration.	Align the timeline with full implementation of CRM.
4.	Expand career training based on local workforce and economic development input to increase opportunities for students.	Spring 2029	Associate Dean, CTE CTE Faculty		CTE Program Development Plan	

Growth Area 10	Expand opportunities for student engagement to increase a sense of acceptance and belonging.
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WASC Criterion 10: Action Plan for Continuous Improvement

STEPS TO ADDRESS GROWTH AREA		Completion Date	CHAMPION	RESOURCES	METHOD TO REPORT PROGRESS	Rationale for the Proposed Changes
1.	Expand student input in the development and revisions of the school-wide Action Plan.	Spring, 2029	Student Trustee Student Leaders Student Services Coordinator, CSS Academic Senate VP		Action Plan updates informed by student feedback	Ongoing Champions reflect the current structure for student engagement and support.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 26, 2026
SUBJECT: 2026-2030 NOCCCD District-wide Strategic Plan Draft

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: The *North Orange County Community College District Integrated Planning Manual* outlines the development of two short-term strategic plans that describe how the District Strategic Directions identified in the *NOCCCD 2021-2030 Educational and Facilities Master Plan* will be achieved. The first of these, the *2022–2026 District-wide Strategic Plan*, concludes in summer 2026. To ensure continuity and alignment, the next plan, the *2026–2030 District-wide Strategic Plan* is being developed for approval and adoption in fall 2026.

In August 2025, the District Consultation Council authorized the formation of a Districtwide Workgroup (“Design Team”) to develop the *2026-2030 Districtwide Strategic Plan*. The Design Team met and collaborated to draft the *Strategic Plan*.

The resulting draft *Strategic Plan* represents the collaborative work of stakeholders from across the District and provides a framework for implementing, evaluating, and advancing the District Strategic Directions that guide NOCCCD’s districtwide initiatives.

The *Strategic Plan* focuses on District-wide systems, services, and leadership functions that support student success, employee development, and community engagement. Specifically, the *Plan* outlines goals and objectives in three areas:

1. Expand Equitable Student Success and Career Mobility
2. Strengthen Employee Engagement and Organizational Effectiveness
3. Advance Regional Impact and Strategic Partnerships

The draft *2026-2030 Districtwide Strategic Plan* is now presented to the Board for review and comment. The timeline and process for the development of the *Strategic Plan* as well as the Design Team membership are also described in the enclosed documents.

This item is being submitted by Dr. Jennifer Vega la Serna, Vice Chancellor of Educational Services and Institutional Effectiveness and Dr. Gabrielle Stanco, District Director, Research, Planning and Data Strategy.

How does this relate to the five District Strategic Directions? This item meets District Strategic Direction 3: Stewardship of Resources by supporting transparent and inclusive decision-making and integrated planning activities across the District.

How does this relate to Board Policy: This item responds to BP 3250: Institutional Planning.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable

RECOMMENDATION: It is recommended that the Board receive as information the draft *2026-2030 District-wide Strategic Plan*.

Dr. Jennifer Vega la Serna
Recommended by


Approved for Submittal

4.b.2
Item No.



NOCCCD 2021-2030 Educational and Facilities Master Plan Cycle

The chart below displays the different strategic planning activities across NOCCCD undertaken to achieve the District Strategic Directions identified in the *NOCCCD 2021-2030 Educational and Facilities Master Plan*.

There are two District-wide Strategic Plans developed under the umbrella of the *NOCCCD 2021-2030 Educational and Facilities Master Plan*:

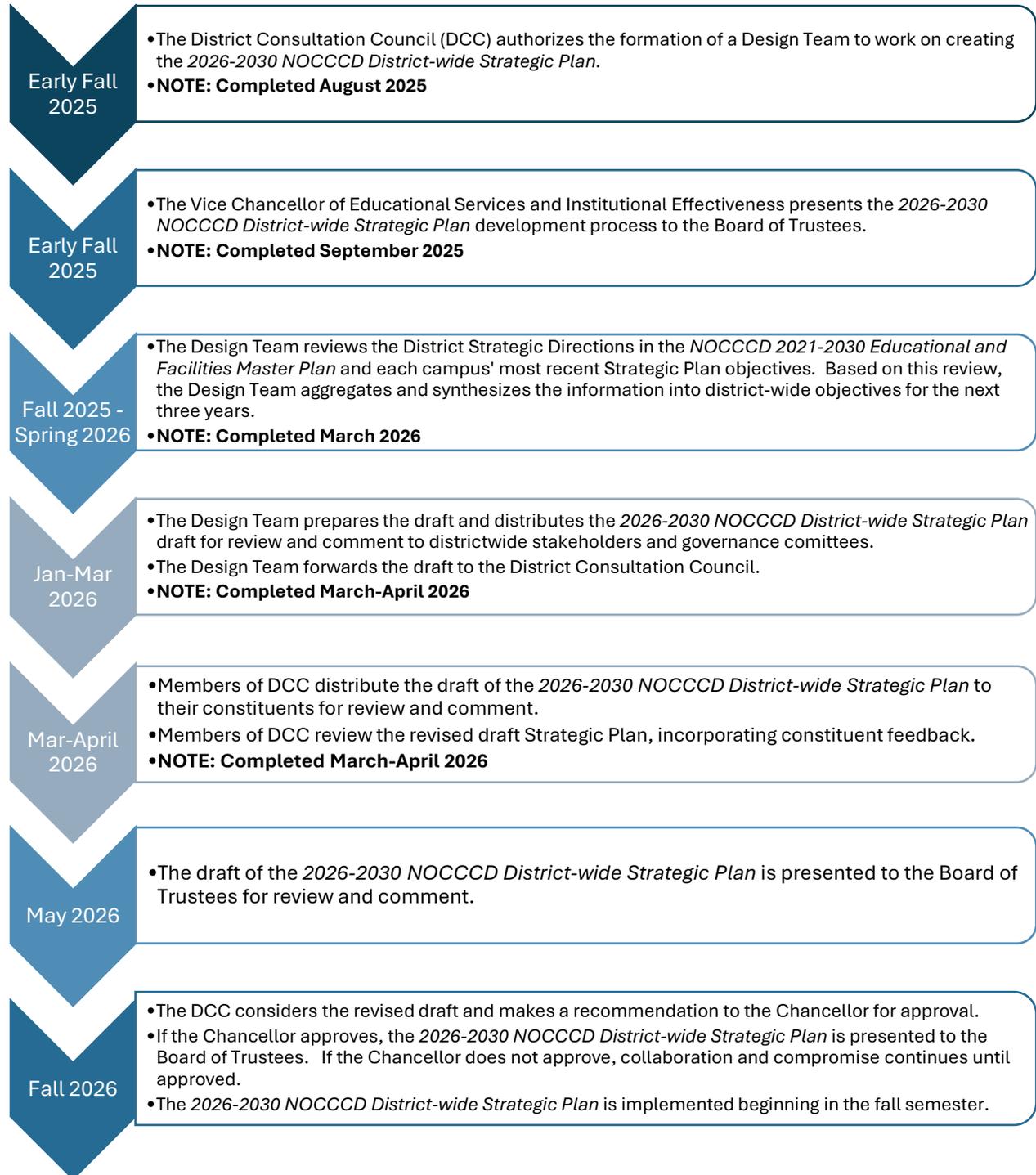
1. *2022 – 2026 District-wide Strategic Plan*
2. *2026 – 2030 District-wide Strategic Plan*

These plans include District Objectives that describe how the District Strategic Directions identified in the *NOCCCD 2021-2030 Educational and Facilities Master Plan* will be achieved in the short-term. While campus plans focus on site-specific priorities, District-wide Strategic Plans center on District-wide systems, services, and leadership functions.

Activity / Year	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	
NOCCCD 2021-2030 Educational and Facilities Master Plan										
NOCCCD 2023-2030 Educational and Facilities Master Plan Refresh										
Cypress College Strategic Plan 2021-2024										
Fullerton College Strategic Plan 2023-2025										
NOCE Strategic Plan 2023-2026										
2022-2026 Districtwide Strategic Plan										
Cypress College Strategic Plan 2025-2028										
Fullerton College Strategic Plan 2025-2029										
NOCE Strategic Plan 2026-2029										
2026-2030 Districtwide Strategic Plan										



Timeline and Process for the Development of the 2026-2030 NOCCCD *District-wide Strategic Plan*





NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

CYPRESS COLLEGE | FULLERTON COLLEGE
NORTH ORANGE CONTINUING EDUCATION

**2026-2030 NOCCCD
DISTRICT-WIDE
STRATEGIC PLAN
DRAFT**

North Orange County Community College District 2026-30 District-wide Strategic Plan

DRAFT

District Services
1830 West Romneya Drive
Anaheim, CA 92801-1819
<http://www.nocccd.edu>

Fullerton College
321 East Chapman Avenue
Fullerton, CA 92832
<http://www.fullcoll.edu>

NOCCCD Board of Trustees

Dr. Barbara Dunsheath
Trustee Area 1

Ed Lopez, J. D.
Trustee Area 2

Stephen T. Blount
Trustee Area 3

Evangelina Rosales
Trustee Area 4

Mark Lopez
Trustee Area 5

Cypress College
9200 Valley View Street
Cypress, CA 90630
<http://www.cypresscollege.edu>

North Orange Continuing Education
1830 West Romneya Drive
Anaheim, CA 92801-1819
<http://www.noce.edu>

Jeffrey P. Brown
Trustee Area 6

Dr. Ryan Bent
Trustee Area 7

Zachary Colinco
Cypress College Student Trustee

Samiy Castillo Bolivar
Fullerton College Student Trustee

Kristine Nacu
NOCE Student Trustee

Background

The *2026–2030 District-wide Strategic Plan* operates within the ten-year framework established by the *NOCCCD 2021–2030 Educational and Facilities Master Plan* and is the second of two short-term implementation plans within that cycle. Recognizing that institutional aspiration must extend beyond any single planning window, the District is committed to developing a longer-range strategic vision that will inform and shape the next master planning cycle beginning in 2028–29.

In August 2025, the District Consultation Council authorized the formation of a Districtwide Workgroup (“Design Team”) to develop the *2026-2030 Districtwide Strategic Plan*. The Design Team met and worked to draft the Strategic Plan throughout the 2025-26 academic year. The resulting draft Strategic Plan represents the collaborative work of stakeholders from across the District and provides a framework for implementing, evaluating, and advancing the District Strategic Directions that guide NOCCCD’s district-wide initiatives.

Introduction

The *2026–2030 District-wide Strategic Plan* provides a coordinated framework to strengthen and align the work of District Services, Cypress College, Fullerton College, and North Orange Continuing Education (NOCE). While campus plans focus on site-specific priorities, this plan centers on District-wide systems, services, and leadership functions that support student success, employee development, and community engagement. These include enterprise technology, fiscal stewardship, human resources, enrollment management, data infrastructure, and regional partnerships. By identifying shared priorities and aligning resources across institutions, the Plan reduces institutional barriers. This collaborative approach establishes the operational foundation for NOCCCD to advance as “The Destination District” committed to equitable student success outcomes, workforce preparation for livable wage jobs and career advancement, and thriving, empowered employees.

1. Expand Equitable Student Success and Career Mobility

Goal: Advance equitable student access, academic success, and post-graduation opportunities by strengthening District-wide academic and career pathways, supported by integrated technology, data, and enrollment management systems that promote timely degree and certificate completion and transition into living-wage careers.

a) Improve student access by expanding noncredit-to-credit pathways and standardizing Credit for Prior Learning (CPL) practices through coordinated curriculum and articulation processes.

- *District Function:* The District will maintain and enhance enterprise systems (including Banner and DegreeWorks) and records infrastructure to support CPL evaluation, pathway mapping, and cross-campus curriculum alignment, ensuring consistent articulation from noncredit to credit programs.
- Key Performance Indicators:
 - i. Number of students who transition from NOCE noncredit programs to credit-bearing courses at Cypress or Fullerton Colleges.
 - ii. Number of students successfully awarded Credit for Prior Learning per academic year.
 - iii. Implementation of infrastructure to capture CPL evaluation and pathway mapping.

b) Increase student retention, persistence, and completion by aligning District-wide enrollment management efforts through coordinated learning opportunities, fiscally responsible resource allocation, instructional and administrative technology systems, and the strategic use of data.

- *District Function:* The District will coordinate targeted professional learning, District-wide planning, and shared data resources related to enrollment management, scheduling efficiency, and student progression. The District will also evaluate District-wide, fiscally supported initiatives to assess effectiveness and inform future resource allocation.
- Key Performance Indicators:
 - i. Vision 2030 Metric: Number of students completing a certificate, associate degree, or baccalaureate degree
 - ii. Number of students completing a noncredit certificate
 - iii. Fall-to-Spring persistence rates
 - iv. Fall-to-Fall retention rates
 - v. Participants in District-wide enrollment management learning opportunities
 - vi. Average time to complete program pathways

c) Coordinate workforce development initiatives and strengthen regional industry partnerships to expand internships, work-based learning, and career-connected education aligned with high-demand sectors.

- *District Function:* The District is responsible for coordinating and supporting large-scale partnerships with regional employers and workforce organizations and facilitating District-wide collaboration to guide students into programs that lead to living wage careers.
- Key Performance Indicators:
 - i. Vision 2030: Proportion of Students After Exit Who Attained the Living Wage
 - ii. Student Centered Funding Formula (SCFF) Metric: Number of students who earned nine or more career education units within the district in an academic year
 - iii. Number of students who completed internships in an academic year
 - iv. California Adult Education Program (CAEP) Score Card Metric: Number of Noncredit Students who Completed a Workforce Preparation Milestone
 - v. Program demand analysis results incorporated into curriculum development

2. Strengthen Employee Engagement and Organizational Effectiveness

Goal: Cultivate a strong, diverse, and equitable District workforce by investing in professional learning, inclusive communication, and competitive compensation and benefits that promote employee growth, engagement, and organizational effectiveness.

a) Evaluate employee professional development needs, align responsive professional development, and develop relevant mandated compliance and enterprise technology training (e.g., Banner, Microsoft Office).

- *District Function:* The District is responsible for designing, coordinating, and delivering District-wide professional learning to support employee growth, instructional and operational effectiveness, and innovation, as well as mandated compliance training (including Equal Employment Opportunity, Title IX, Section 508, and AB 2821), ensuring consistent standards, equity mindedness, access, and regular evaluation of effectiveness across all sites.
- Key Performance Indicators:
 - i. Number of employees attending District-wide trainings, specifically in Diversity, Equity, Inclusion, Accessibility, and Anti-Racism (DEIAA); Artificial Intelligence (AI) literacy; and Section 508 accessibility compliance.
 - ii. Completion of District-wide professional development needs assessment
 - iii. Number of employees participating in the District-wide Leadership Academy

b) **Strengthen District-wide communication to promote transparency, collaboration, trust, and engagement informed by regular employee feedback and climate assessment.**

- *District Function:* The District will lead the development of transparent communication systems, promote inclusive dialogue across employee groups, and use climate and engagement data to guide continuous improvement, accountability, and organizational effectiveness.
- Key Performance Indicators:
 - i. Percentage of employees responding positively to communication questions on the biennial Employee Climate Survey disaggregated by employee type and demographics.
 - ii. Number of District-wide communications sent annually (e.g., memos, emails, etc.)
 - iii. Number of District systems, forms, or processes reviewed and updated to improve clarity, usability, and accessibility for employees

c) **Modernize District-wide classification and compensation structures to promote equity, recruitment, retention, and competitiveness across all employee groups.**

- *District Function:* District Human Resources centrally manages and leads the compensation and classification systems, including the administration of benefits and the hiring lifecycle throughout the Pre-Hiring, Hiring, and Post-Hiring phases of employment in alignment with applicable laws, regulations, and collective bargaining agreements.
- Key Performance Indicators:
 - i. Completion of McKnight Job Family Study
 - ii. Number of applicants to NOCCCD positions, disaggregated by position type and demographics as reported in the annual Equal Employment Opportunity Report 2025.
 - iii. Number of employees who separated from the district annually, disaggregated by demographics as reported in the annual Equal Employment Opportunity Report 2025.

3. Advance Regional Impact and Strategic Partnerships

Goal: Elevate the District's visibility, partnerships, and resource-building capacity to expand student opportunity, strengthen workforce connections, and advance regional impact.

a) **Strengthen "The Destination District" identity through coordinated marketing and community outreach that highlights student success, program quality, employee experience, and institutional impact.**

- *District Function:* The District will lead brand strategy and visual

communications, manage District-wide digital platforms, and coordinate external messaging to promote the achievements of Cypress College, District Services, Fullerton College, and NOCE.

- Key Performance Indicators:
 - i. Regional community survey results measuring the recognition and reputation of NOCCCD as "The Destination District"

b) Facilitate collaborative regional partnerships, including with educational partners (e.g., K–12 districts, adult schools, four-year institutions), local government, non-profit agencies, and employer agencies as well as basic needs providers to expand educational and career pathways.

- *District Function:* District Services will coordinate partnership development, maintain centralized agreements and relationships, and convene cross-campus teams to align pathway design and implementation.
- Key Performance Indicators:
 - i. Number of data-sharing and other agreements with local agencies and educational partners
 - ii. Vision 2030 Metric: Number of students who transferred to a CSU or UC institution.
 - iii. Total enrollment and unduplicated headcount of high school students participating in dual enrollment programs in the District
 - iv. Development of inventory of all agencies and educational partners
 - v. Number of partnerships with local government, non-profit agencies, and employer agencies

c) Increase public and private investment through coordinated grant development, philanthropic endeavors, and community engagement campaigns.

- *District Function:* Lead District-wide strategies related to grant development and philanthropic endeavors, pursue multi-institution funding opportunities, and align external investments with District priorities.
- Key Performance Indicators:
 - i. Investments received or committed
 - ii. Number of requests for proposals (RFPs) reviewed, grants submitted, and the total amount of awards and funding received by fiscal year
 - iii. Amount of braided funding allocated
 - iv. Recommendations from community engagement survey implemented

Appendix A: District-wide Design Team Members 2025-26

Member Representation	Member Name
Vice Chancellor, Educational Services and Institutional Effectiveness (Chair)	Jennifer Vega la Serna
District Director, Research, Planning & Data Management	Gabrielle Stanco
Director, Institutional Research & Planning - Cypress	Bryan Ventura
Director, Institutional Research & Planning - Fullerton	Daniel Berumen
Director, Institutional Research & Planning - NOCE	Dulce Delgadillo
Faculty Senate Representative - Cypress	Jaclyn Magginietti
Faculty Senate Representative - Fullerton	Bridget Kominek
Faculty Senate Representative - NOCE	Afraim F. Sedrak
United Faculty Representative	Steven Estrada
Adjunct Faculty United Representative	Marlo Smith
District Management Association Representative - District Services	Flavio Media Martin
District Management Association Representative - Cypress	Jose Sanchez
District Management Association Representative - Fullerton	Kristine Nikkhoo
District Management Association Representative - NOCE	Karen Bautista
California School Employees Association Representative - District Services	Yuvia Coleman
California School Employees Association Representative - Cypress	Daisy Ramirez
Confidentials Group Representative	Annalisa Webber

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 26, 2026

SUBJECT: Academic Personnel

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

BACKGROUND: Academic personnel matters within budget.

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

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

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

RECOMMENDATION: It is recommended that the following items be approved and ratified, where applicable, as submitted.

Irma Ramos

Recommended by



Approved for Submittal

5.a.1

Item No.

Academic Personnel
May 26, 2026

PHASE-IN RETIREMENT

Claassen, Mareike	FC	Mathematics/ Engineering Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 100%/Spring Sem. 0% Eff. 08/20/2026 PN FCF968
England, Elli	FC	English Instructor From: Fall Sem. 73.33%/Spring Sem. 73.33% To: Fall Sem. 53.33%/Spring Sem. 53.33% Eff. 07/01/2026 PN FCF923
Hughes, Deidre	FC	English Instructor From: Fall Sem. 80%/Spring Sem. 80% To: Fall Sem. 60%/Spring Sem. 40% Eff. 07/01/2026 PN FCF919
Vescial, Keith	CC	English Instructor From: Fall Sem. 80%/Spring Sem. 80% To: Fall Sem. 73.33%/Spring Sem. 73.33% Eff. 07/01/2026 PN CCF753
Woolridge, Nancy	FC	CIS Instructor From: Fall Sem. 100%/Spring Sem. 0% To: Fall Sem. 100%/Spring Sem. 100% Eff. 07/01/2026 PN FCF695

NEW PERSONNEL

Ferrandiz, David	FC	Ethnic Studies Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/20/2026 PN FCF559
Hutchison, Kelly	CC	Communication Studies Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/20/2026 PN CCF887

Academic Personnel
May 26, 2026

Luminarias, Marwin	FC	Business Management Instructor First Year Probationary Contract Class B, Step 1 Eff. 08/20/2026 PN FCF562
Martin, Esmeralda	CC	Counselor, Veterans Resource Center First Year Probationary Contract Class B, Step 1 Eff. 07/01/2026 PN CCF676

PAYMENT FOR INDEPENDENT LEARNING CONTRACT

Balma, Jodi	FC	\$10.00
Cuatt, Benjamin	FC	\$10.00
Daniel, William	FC	\$80.00
Dimitriadis, Philip	FC	\$10.00
Kirby, Brendon	FC	\$110.00
Klippenstein, Stephen	FC	\$40.00
Maxwell, Jordan	FC	\$10.00
Nevarez, Rachel	FC	\$20.00
Ryan, Patrick	FC	\$20.00
Sheehan, Michael	FC	\$20.00

LEAVES OF ABSENCE

@01560121	NOCE	Family Medical Leave (FMLA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 4/21/2026 – 5/27/2026 (Consecutive Leave)
@01028293	FC	Family Medical Leave (FMLA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 6/20/2026 – 8/28/2026 (Consecutive Leave)

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2026 FALL SEMESTER

Seshie, Juti	CC	Column 2, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Danielsen, Marissa	NOCE	@ONE Online Teaching Certificate Stipend not to exceed \$250.00 Eff. 12/01/2024-12/10/2024
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Academic Personnel
May 26, 2026

Giardina, Edward

CC

Faculty Coordinator Stipend
Stipend not to exceed \$3,089.00
Eff. 04/07/2026-05/30/2026

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X
Resolution
Information
Enclosure(s) X

DATE: May 26, 2026

SUBJECT: Classified Personnel

BACKGROUND: Classified personnel matters within budget.

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

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

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

RECOMMENDATION: It is recommended that the following items be approved and ratified, where applicable, as submitted.

Irma Ramos

Recommended by


Approved for Submittal

5.b.1

Item No.

Classified Personnel
May 26, 2026

RESIGNATIONS

Carrillo, Mackenzie	FC	Inst Asst/Math Lab 12-month position (100%) Last Date of Employment: 05/17/2026 PN FCC890
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NEW PERSONNEL

Baldovino, Michael	NOCE	ESL Clerical Assistant I 12-month position (40%) Range 29, Step A Classified Salary Schedule Eff. 06/15/2026 PN SCC892
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Nuno, Rossana	AC	Executive Assistant II 12-month position (100%) Range 27C, Step E Confidential Salary Schedule Eff. 06/01/2026 PN DEN984
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Sanchez Landeros, Cindy	NOCE	Clerical Assistant I, ESL 12-month position (100%) Range 29, Step D Classified Salary Schedule Eff. 06/15/2026 PN SCC826
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PROMOTION

Mady, Khaoi	FC	Director 1 (D1) - IT Multidiscipline 12-month position (100%) PN FCM981 To: AC Director 4 (D4) – IT Multidiscipline 12-month position (100%) Range 37, Column B Management Salary Schedule Eff. 06/01/2026 PN ISM994
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VOLUNTARY CHANGES IN ASSIGNMENT

Hamblet, Nitzya	FC	Administrative Assistant II (100%) 12-month position PN FCC834
		Temporary Change in Assignment To: Interim Executive Assistant III (100%) Range 30C, Step A + 15% Longevity Confidential Salary Schedule Eff. 06/01/2026 – 06/30/2026 PN FCN999 -TR

CHANGE TO CONTRACT END DATE

Kaump, Sarah	FC	Special Projects Coordinator, Hornet Resource Center Temporary Management Position (100%) From: 06/30/2026 To: 05/20/2026 PN FCT530
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SHIFT DIFFERENTIAL

Pasos, Russell	CC	Facilities Custodian II 12-month position (100%) Remove 5% Shift Differential Eff. 06/01/2026 – 08/14/2026 PN CCC782
So, David	CC	Facilities Custodian II 12-month position (100%) Remove 5% Shift Differential Eff. 06/01/2026 – 08/14/2026 PN CCC840

LEAVES OF ABSENCE

@02066633	FC	Family Medical Leave (FMLA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 05/27/2026 – 07/07/2026 (Consecutive Leave)
@02009538	NOCE	Family Medical Leave (FMLA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Exhausted; Unpaid Thereafter Eff. 05/15/2026 – 06/26/2026

Classified Personnel
May 26, 2026

@02101897	AC	Unpaid Personal Leave Eff. 04/20/2026 – 04/24/2026
@01596716	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/24/2026 – 07/31/2026 (Consecutive Leave)
@01002400	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Industrial Accident and Illness Leave Eff. 05/11/2026 – 05/18/2026 (Consecutive Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 26, 2026
SUBJECT: Professional Experts

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

BACKGROUND: Professional Experts within budget.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget. The supervising manager is authorized by the Board to assign budget numbers in the employment of Professional Experts. The total amount for Professional Experts this board date is \$70,995.71. The total amount for Full-Time Faculty Professional Experts this board date is \$119,025.00.

RECOMMENDATION: It is recommended that the following items be approved and ratified, where applicable, as submitted.

Irma Ramos

Recommended by

B. V. Dist. Brubaker

Approved for Submittal

5.c.1

Item No.

Professional Experts
May 26, 2026

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max. Hours per Week	Hourly Rate	Max Dollar Total	Begin	End	Number of Weeks	Grant/Cat (Y/N)
Adams, Kelly	FC	Technical Expert II	OER/ZTC Grant	15	\$55.00	\$2,946.43	06/01/26	06/26/26	3.57	N
Avery, Marquis	FC	Assistant Coach I	Assistant Coach with Intercollegiate Team	26	\$20.00	\$2,525.71	05/27/26	06/30/26	4.86	Y
Cheever, Gary	FC	Project Coordinator II	Project Manager /Supervisor of Summer Swim Program	18	\$45.00	\$3,355.71	06/01/26	06/30/26	4.14	N
Cox, Chanel	FC	Technical Expert II	OER/ZTC Grant	26	\$55.00	\$5,107.14	06/01/26	06/26/26	3.57	N
Duarte, Cirilo	FC	Technical Expert II	OER/ZTC Grant	18	\$55.00	\$3,535.71	06/01/26	06/26/26	3.57	N
Duran, Christian	FC	Technical Expert II	OER/ZTC Grant	18	\$55.00	\$3,535.71	06/01/26	06/26/26	3.57	N
Encitas, Shahrazad	FC	Technical Expert II	OER/ZTC Grant	18	\$55.00	\$3,535.71	06/01/26	06/26/26	3.57	N
Evans, Kim	CC	Technical Expert II	Accreditation Standards for Mortuary Science Program	20	\$55.00	\$4,557.14	06/01/26	06/30/26	4.14	Y
Kim, Se Min	FC	Project Expert I	Asian Pacific Islander Desi American (APIDA)	26	\$20.00	\$2,154.29	06/01/26	06/30/26	4.14	N
Lemus, Stephanie	FC	Technical Expert II	OER/ZTC Grant	18	\$55.00	\$3,535.71	06/01/26	06/26/26	3.57	N
Martinez, Gabriel	FC	Project Coordinator II	Project Manager/Supervisor of Summer Swim Program	5	\$45.00	\$932.14	06/01/26	06/30/26	4.14	N
Michalak, John	CC	Project Expert III	UCI HVAC Grant	15	\$30.00	\$3,085.71	05/13/26	06/30/26	6.86	Y
Mizushima, Haley	FC	Technical Expert II	Professional Learning Summer Coordination-June 2026	26	\$55.00	\$5,924.29	06/01/26	06/30/26	4.14	N
Moreno-Terrill, Steven	FC	Technical Expert II	OER/ZTC Grant	18	\$55.00	\$3,535.71	06/01/26	06/26/26	3.57	Y
Navarro, Joseph	NOCE	Project Expert II	Career Pathway Specialist	26	\$25.00	\$3,157.14	05/27/26	06/30/26	4.86	Y
Ozinga, Shivon	CC	Technical Expert II	Accreditation Standards for Mortuary Science Program	5	\$55.00	\$1,139.29	06/01/26	06/30/26	4.14	N

Professional Experts
May 26, 2026

Price, Rhett	FC	Project Expert II	Project Manager/Supervisor of Summer Swim Program	18	\$25.00	\$2,185.71	05/27/26	06/30/26	4.86	Y
Ramos, David	FC	Technical Expert II	OER/ZTC Grant	18	\$55.00	\$3,535.71	06/01/26	06/26/26	3.57	Y
Razban, Erin	FC	Technical Expert II	ZTC/ OER Grant	26	\$55.00	\$5,107.14	06/01/26	06/26/26	3.57	Y
Salcido, Sarah	FC	Technical Expert II	OER/ZTC Grant	18	\$55.00	\$3,535.71	06/01/26	06/26/26	3.57	Y
Schlickemeyer, Courtney	NOCE	Technical Expert II	Curriculum Development	25	\$55.00	\$1,375.00	05/27/26	05/31/26	1.00	Y
Wu, Esther	FC	Project Expert II	Asian Pacific Islander Desi American (APIDA)	26	\$25.00	\$2,692.86	06/01/26	06/30/26	4.14	Y

Total: \$ 70,995.71

FULL TIME FACULTY PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max. Permitted Hours per project	Max Hourly Rate	Max Project Amount	Begin	End	Grant / Cat. (Y/N)
Cadilli, Jolina	CC	Technical Expert II	Calculus Readiness Electronic Directed Learning Assessments (EDLA) Development Project	92	\$55.00	\$5,060.00	06/10/26	06/30/26	N
Carey, Jennifer	NOCE	Technical Expert II	Leadership Positions: DE Chair/OER/SLO Lead	40	\$55.00	\$2,200.00	05/27/26	06/30/26	Y
Carlson, Danielle	NOCE	Technical Expert II	NOCE ESL IET/I-BEST Curriculum Development SU26	26	\$55.00	\$1,430.00	05/26/26	05/29/26	N
Carlson, Danielle	NOCE	Technical Expert II	NOCE ESL OER Development (ESL for Work) SU26	104	\$55.00	\$5,720.00	06/01/26	06/26/26	Y
Collins, Lori	CC	Technical Expert II	Accreditation Standards for Mortuary Science Program	60	\$45.00	\$2,700.00	06/01/26	06/30/26	Y
Coopman, Jennifer	CC	Technical Expert II	Calculus Readiness-Electronic Directed Learning Assessments (EDLA) Development Project Canvas Coordinator	50	\$55.00	\$2,750.00	06/10/26	06/30/26	N
Costello, Jeanne	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	Y
Cox, Wesley	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N
Debin, Megan	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N

Professional Experts
May 26, 2026

Farol, Ronald	FC	Technical Expert II	Humanities Div. Professional Learning Day	9	\$55.00	\$495.00	06/11/26	06/15/26	N
Farol, Ronald	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/16/26	06/26/26	Y
Franko, Sara	NOCE	Technical Expert II	Program Review Action Items/Curriculum	40	\$55.00	\$2,200.00	05/27/26	06/30/26	N
Frianeza, Michael	CC	Technical Expert II	Perkins Radiology Technology Tutoring	8	\$55.00	\$440.00	06/08/26	06/30/26	N
Galich, Jennifer	CC	Technical Expert II	Rebuilding Nursing Infrastructure	20	\$55.00	\$1,100.00	06/10/26	06/30/26	N
Gonzalez, Amber	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N
Grande, Jolena	CC	Technical Expert II	Accreditation Standards for Mortuary Science Program	30	\$55.00	\$1,650.00	06/01/26	06/30/26	Y
Graves, Gary	FC	Technical Expert II	AI Fellows - CCCCCO	40	\$55.00	\$2,200.00	06/01/26	06/30/26	N
Gregorio, Aline	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N
Hill, Garet	CC	Technical Expert II	Calculus Readiness- Electronic Directed Learning Assessments (EDLA) Development Project Editing/Proofing	80	\$55.00	\$4,400.00	06/10/26	06/30/26	N
Ji, Shiah	CC	Technical Expert II	Rebuilding Nursing Infrastructure	10	\$55.00	\$550.00	06/10/26	06/30/26	N
Juarez, Anita	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N
Kar, Rosie	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N
Kemo, Darnell	FC	Technical Expert II	Distance Education Technical Expert/Coordinator	60	\$55.00	\$3,300.00	05/30/26	06/30/26	Y
Kirby, Patricia	CC	Technical Expert II	Rebuilding Nursing Infrastructure	10	\$55.00	\$550.00	06/10/26	06/30/26	N
Kominek, Bridget	FC	Technical Expert II	Race-Conscious Certificate (RCC) Facilitator	60	\$55.00	\$3,300.00	06/01/26	06/30/26	N
Lee, Eunju	CC	Technical Expert II	Calculus Readiness- Electronic Directed Learning Assessments (EDLA) Development Project Curriculum Writing/Editing/Proofing/Quiz Writer	92	\$55.00	\$5,060.00	06/10/26	06/30/26	N
Lynch, Candace	NOCE	Technical Expert II	NOCE ESL OER Development (ESL ADV Specialty) SU26	104	\$55.00	\$5,720.00	06/01/26	06/26/26	Y
Mande, Anupama	FC	Technical Expert II	Distance Education Division Representative	20	\$55.00	\$1,100.00	06/01/26	06/30/26	N
Marquez, Lorena	FC	Technical Expert II	Puente Program Coordinator	30	\$55.00	\$1,650.00	06/01/26	06/30/26	Y
Mikhaylovich, Kristin	FC	Technical Expert II	Study Abroad Program Summer 2026	20	\$55.00	\$1,100.00	06/08/26	06/30/26	Y

Professional Experts
May 26, 2026

Mueller, Michael	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N
Nielson, Toni	FC	Technical Expert II	Humanities Div. Professional Learning Day	9	\$55.00	\$495.00	06/11/26	06/15/26	Y
Oo, Jennifer	NOCE	Technical Expert II	Curriculum Chair and CTE SLO Rep	35	\$55.00	\$1,925.00	06/01/26	06/30/26	N
O'Rourke, Margaret	FC	Technical Expert II	Race-Conscious Certificate (RCC) Facilitator	60	\$55.00	\$3,300.00	06/01/26	06/30/26	Y
Ortega, Ryan	CC	Technical Expert II	Rebuilding Nursing Infrastructure	10	\$55.00	\$550.00	06/10/26	06/30/26	Y
Paige, Deborah	FC	Technical Expert II	Humanities Div. Professional Learning Day	9	\$55.00	\$495.00	06/11/26	06/15/26	Y
Pashaie, William	CC	Technical Expert II	ZTC/OER Workgroup	20	\$55.00	\$1,100.00	06/01/26	06/30/26	Y
Ranada, Raymond	CC	Technical Expert II	Perkins Radiologic Technology Tutoring	8	\$55.00	\$440.00	06/08/26	06/15/26	Y
Rapp, Edward	FC	Technical Expert II	Distance Education Division Representative	20	\$55.00	\$1,100.00	06/01/26	06/30/26	N
Rosales, Kimberly	FC	Technical Expert II	SWF Grant Management	60	\$55.00	\$3,300.00	06/01/26	06/30/26	Y
Salcedo, Donald	FC	Technical Expert II	Cultural Bearer/Elder in Residence - Fac. Coordinator	10	\$55.00	\$550.00	06/01/26	06/08/26	N
Salcedo, Donald	FC	Technical Expert II	OER/ZTC Grant	65	\$55.00	\$3,575.00	06/01/26	06/26/26	Y
Samano, Jeffrey	FC	Technical Expert II	Humanities Div. Professional Learning Day	9	\$55.00	\$495.00	06/11/26	06/15/26	Y
Sherard, Erin	NOCE	Technical Expert II	Prod Chair	15	\$55.00	\$825.00	06/01/26	06/30/26	N
Smith, Martha	FC	Technical Expert II	CoRE Faculty Facilitator	50	\$55.00	\$2,750.00	06/01/26	06/30/26	Y
Tran, Stephanie	CC	Technical Expert II	California Edu. Learning Lab (CELL) AI Grant Challenge	30	\$55.00	\$1,650.00	06/01/26	06/30/26	Y
Vandervolt, Kimberly	FC	Technical Expert II	OER/ZTC Grant	75	\$55.00	\$4,125.00	06/01/26	06/26/26	N
Yu, Kenneth	NOCE	Technical Expert II	SLO Lead	10	\$55.00	\$550.00	05/27/26	06/30/26	Y

Total: \$ 119,025.00

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 26, 2026

SUBJECT: Hourly Personnel

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

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

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

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

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

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

RECOMMENDATION: It is recommended that the following items be approved and ratified, where applicable, as submitted.

Irma Ramos

Recommended by


Approved for Submittal

5.d.1

Item No.

Hourly Personnel
May 26, 2026

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Bardsley, Pattaratada	FC	Technical - Assist in Campus Safety Office	05/27/26	06/30/26	TE A 1
Cardenas, Matthew	FC	Technical - Assist in Campus Safety Office	05/27/26	06/30/26	TE A 2
Castaneda, Isabella	FC	Technical - Assist with safety skills in Water Program	05/27/26	06/30/26	TE A 1
Douglas, Melvin	CC	Service/Maint - Assist Custodial staff	06/10/26	06/30/26	TE B 4
Fernandez, Eliana	FC	Technical - Assist with safety skills in Water Program	05/27/26	06/30/26	TE A 1
Hayes, Theodore	FC	Technical - Assist in Campus Safety Office	05/27/26	06/30/26	TE A 2
Krohn, Rachel	FC	Technical - Assist with safety skills in Water Program	05/27/26	06/30/26	TE A 3
Lansley, Nathaniel	FC	Technical - Assist with safety skills in Water Program	05/27/26	06/30/26	TE A 1
Marsh, Mireyna	NOCE	Technical - Assist in ESL Office	05/27/26	06/30/26	TE B 2
Scanlon, Hannah	FC	Technical - Assist PE Dept. with Swimming & Safety in Water	05/27/26	06/30/26	TE A 1
Sifuentes, Amy	FC	Technical - Assist in DSS Dept.	06/01/26	06/30/26	TE A 4
Solorzano, Herbert	FC	Technical - Assist PE Dept. with Swimming & Safety in Water	05/27/26	06/30/26	TE A 1
Tran, Nicolas	FC	Technical - Assist in ACT computer lab	05/27/26	06/30/26	TE A 2
Watts, Andrew Alexander	CC	Paraprof - Assist in ACT computer lab	06/01/26	06/30/26	TE A 1

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Brenes, Yelckin	NOCE	Full-Time Student - Student Trustee, NOCCCD Board of Trustees	06/09/26	06/30/27	TE A 0
Cadena, Kamilah	CC	Work Study Student - Advisor to assist students with campus info	05/27/26	06/30/26	TE A 2
Chau, Lisa	CC	Work Study Student - Advisor to assist students with campus info	05/27/26	06/30/26	TE A 2
Haidari, Ahmad	CC	Full-Time Student - Student Trustee, NOCCCD Board of Trustees	06/09/26	06/30/27	TE A 0
Meili, Samantha	FC	Full-Time Student - Student Trustee, NOCCCD Board of Trustees	06/09/26	06/30/27	TE A 0
Muniru, Safiya	FC	Full-time Student - Assist in College Food Pantry	04/16/26	06/30/26	TE A 3
Paiz, Joshua	CC	Work Study Student - Assist in Financial Aid Office	05/27/26	06/30/26	TE A 2
Ramirez, Isaiah	CC	Work Study Student - Assist in Financial Aid Office	05/27/26	06/30/26	TE A 2
Young, Elycia	FC	Full-Time Student - Hornet Newspaper Spring 2026 Semester Honorarium	02/02/26	05/22/26	TE A 0

Hourly Personnel
May 26, 2026

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Michel, Eunice	FC	Direct Instr Support - Tutor for Bio Tech Dept. assist with outreach	05/27/26	06/30/26	TE B 4
Vega, Jerid	FC	Direct Instr Support - Tutor for Bio Tech Dept. assist with outreach	05/27/26	06/30/26	TE B 1

Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Carlos, Elias	FC	Technical - Substitute for vacant Facilities Assistant PN FCC676	05/20/26	06/30/26	TE B 4

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 26, 2026

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: 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
May 26, 2026

Volunteers

Name	Site	Program	Begin	End
Hilliard, Ella	FC	Natural Science Division, Forensic Summer Camp	06/01/26	06/30/26
Pratt, Lavelle	FC	Child Development Lab Fish Tank Maintenance/Support	05/28/26	07/01/26
Rosales, Andres	FC	Natural Science Division, Forensic Summer Camp	06/01/26	06/04/26
Truong, Danielle	FC	Natural Science Division, Forensic Summer Camp	06/01/26	06/04/26
Vasquez, Melisa	NOCE	Personal Service Attendant/NOCE/DSS	06/01/26	05/21/27

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	May 26, 2026	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Revised Board Policies	Enclosure(s)	<u> X </u>

BACKGROUND: The Board Policies included in this agenda item were either reviewed as part of the District’s continuous review cycle or revised to update legal language as provided by the CCLC Policy and Procedure Legal Updates Service. The District Consultation Council reviewed, discussed, and reached consensus on BP 3530 and BP 3580 on February 23, 2026 and on BP 2015 on January 26, 2026 (with revisions noted in [blue](#)). The Board Policy Review Committee reviewed the Board Policies and made further revisions (noted in [red](#)) and the Board had a first reading on May 12, 2026.

Chapter 2, Board of Trustees

BP 2015, Student Members: This policy was originally revised to clarify a district cannot impose eligibility requirements more stringent than those contained in the cited Education Code, and the Board Policy Review Committee made further edits.

Chapter 3, General Institution

BP 3530, Weapons on Campus: This policy was reviewed as part of the review cycle and contained no revisions.

BP 3580, Sustainability Plan:

This policy was reviewed as part of the review cycle and was revised by the Board Policy Review Committee to update the language in section 2.0.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt the proposed, revised Board Policies in Chapters 2 and 3.

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.a.1
Item No.

BP 2015 Student Members

Reference:

Education Code Section 72023.5;
Education Code Section 70902

- 1.0 The Board of Trustees shall include one student member each from Cypress College, Fullerton College, and North Orange Continuing Education to represent the students of their campus. Student members shall be elected, and may be recalled, by the students of their campus in accordance with procedures established by the Chancellor. The term of office shall be one year, commencing June 1. Student members are authorized to cast advisory votes only, which shall not be included in determining the vote required to carry any measure before the Board of Trustees, but shall be recorded in the official minutes of the Board meeting, and shall be taken prior to the other votes. Student members are expected to gather input and opinions from the students at large and from the student body association or student organization of their campus on any relevant agenda items and provide such input to the Board of Trustees.
- 2.0 To be eligible for election as a student trustee, ~~a~~ students shall be enrolled in and maintain a minimum of five (5) semester credit units or 75 semester noncredit hours in the District at the time of appointment and throughout the term of service. The student members must maintain a minimum of a cumulative 2.0 grade point average or Satisfactory Progress (~~SP~~) and Pass (~~P~~) grades in noncredit classes. If, on the first day of each semester, or during the term of service, a student member fails to meet the criteria of this policy, the student member shall be disqualified for service on the Board of Trustees. ~~The~~ **A** student member is not required to give up employment with the District.
 - 2.1 These requirements apply to the spring and fall semesters only.
 - 2.2 The District shall not impose eligibility requirements for college students that are more stringent than those set forth in Education Code Section 72023.5.**
- 3.0 If the seat of a student member becomes vacant during their term, the Board of Trustees may authorize the officers of the relevant student body association or student organization to elect or appoint an eligible student to serve the remainder of the term in accordance with procedures established by the Chancellor.
- 4.0 Student members shall be seated with the Board of Trustees during the open session portion of meetings and shall be recognized as full members of the Board of Trustees at meetings. Student members shall have the right to attend each and all meetings of the Board of Trustees, except student members may not attend closed session. Student members are entitled to participate in discussion of issues and receive all materials presented to members of the Board, except for issues and items discussed in closed session. Student members shall be entitled to any mileage allowance necessary to attend Board meetings to the same extent as publicly elected trustees.
 - 4.1 Student members may make or second open session motions. Student members are encouraged to participate in the discussion of issues and agenda items in open session.

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2015 Student Members

- 5.0 ~~Student~~ **A student** members ~~who attend all Board meetings that they are legally allowed to attend~~ shall receive 50 percent of the compensation afforded to ~~other individual~~ **a publicly elected or appointed** members of the Board of Trustees **under Board Policy 2725 Board Member Compensation**, ~~pursuant to Education Code Section 72425~~. Any Board meetings missed by a student member shall result in a pro rata reduction in compensation for that month, except under the following condition: A student member may be paid for the first two meetings from which they are absent in a calendar year if the Board of Trustees, by resolution adopted and included in its minutes, finds at the time of the meeting that the student member was ill, on jury duty, performing services outside the meeting for the District, or the absence is due to a hardship deemed acceptable by the Board.
- 6.0 The Board of Trustees encourages participation of its student members in trustee-related conferences, activities, and retreats and may approve reasonable expenses that fall within the guidelines of Board policies.
- 7.0 On or before May 15 of each year, the Board of Trustees shall consider whether to afford the student members any of the privileges noted in this policy by reviewing it for re-adoption.
- 8.0 The President of the Board of Trustees shall appoint each year a trustee to serve as mentor to the student members.

See Administrative Procedure 2015, Student Members; Board Policy and Administrative Procedure 2105, Election of Student Members, ~~and Board Policy 2725 Board Member Compensation~~.

Date of Adoption: March 25, 2025; May 10, 2022 Re-adoption; April 27, 2021 Re-adoption
April 28, 2020 Re-adoption; May 9, 2017; April 12, 2016; April 14, 2015;
April 8, 2014; April 23, 2013; April 26, 2011; April 27, 2010; May 13,
2008; May 8, 2007; April 11, 2006; June 24, 2003

Date of Last Revision: February 13, 2024
April 25, 2023
February 12, 2019
May 8, 2012
January 27, 2009
June 14, 2005
April 13, 2004

BP 3530 Weapons on Campus

Reference:

Penal Code Sections 626.9 and 626.10

- 1.0 Firearms or other weapons shall be prohibited on any college or District center or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency.

See Administrative Procedure 3530, Weapons on Campus.

Date of Adoption: March 23, 2004

Date of Revision: February 25, 2020
May 6, 2009 Chancellor's Staff

NO REVISIONS

BP 3580 Sustainability Plan

- 1.0 The North Orange County Community College District (NOCCCD) holds environmental sustainability to be a foundational principle in shaping the present and its vision of a future. As a responsible steward of natural resources and the environment, and in alignment with recommendations from the Board of Governors to California Community Colleges, NOCCCD will work towards minimizing the ecological footprint of its institutions by implementing best practices for conserving resources, reducing waste, implementing energy reduction and alternative energy generation strategies, constructing efficient buildings, promoting interdisciplinary environmental education in our campus communities, and developing partnerships that will further these activities.
- 2.0 The District shall maintain and continue to evaluate a Sustainability Plan that aims to monitor and achieve ongoing sustainability goals. The Chancellor shall report ~~periodically~~ to the Board **periodically** on the status and progress **toward** of the various sustainability goals **as outlined in the plan**.
- 3.0 The Board of Trustees delegates authority to the Chancellor, or designee, to establish administrative procedures for sustainable practices of NOCCCD campuses in the areas of academics, student engagement, planning and administration, and operations.

Date of Adoption: May 26, 2021

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	May 26, 2026	Information	X
		Enclosure(s)	X
SUBJECT:	Revised and New Administrative Procedures		

BACKGROUND: The revised and new administrative procedures included in this agenda item were updated and/or adopted for the reasons outlined below. The District Consultation Council (DCC) reviewed, discussed, and reached consensus on the noted Administrative Procedures on May 18, 2026.

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

Chapter 4, Academic Affairs

AP 4250, Scholastic Notice, Pause, and Restart: This procedure was revised to ensure alignment with the recent revisions to BP 4250 made by the Board to the title and content.

Chapter 6, Business and Fiscal Affairs

AP 6605, All-Inclusive Restrooms: This new procedure was developed by a districtwide workgroup in order to codify existing campus and district commitments to inclusive facilities and provide an equitable learning and working environment reflected in physical spaces across the District, ensuring accessibility, safety, and inclusion.

AP 6606, All-Inclusive Locker Room, Changing, and Shower Facilities: This new procedure was developed by a districtwide workgroup in order to codify existing campus and district commitments to inclusive facilities and provide an equitable learning and working environment reflected in physical spaces across the District, ensuring accessibility, safety, and inclusion.

Chapter 7, Human Resources

AP 7400, Employee Travel and Conference Attendance: This procedure was revised in response to concerns regarding reimbursement procedures, to find alternative solutions to handling travel reimbursements, and to ensure compliance with IRS guidelines. A workgroup, with districtwide participation, developed the revised procedures which streamline the reimbursement process.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive as information the new and revised Administrative Procedures in Chapters 4, 6, and 7.

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.b.2
Item No.

AP 4250 Scholastic Notice, Pause, and Restart

Reference:

**Education Code Section 70902 subdivision (b)(3);
Title 5 Sections 55030 - 55034**

1.0 Credit Program Students

1.1 Scholastic Notice

- 1.1.1 Placement on Notice: A student is placed on academic notice when their cumulative GPA (grade point average) falls below 2.0; a student is placed on progress notice when fifty percent (50%) or greater of all units attempted result in grades of W (Withdrawal), FW (Failure to Withdraw), NC (No Credit), I (Incomplete), and NP (No Pass).
- 1.1.2 A student is not placed on notice until they have enrolled in 12 semester units in a college within the North Orange County Community College District.
- 1.1.3 Scholastic Notice Notification: At the end of the fall or spring semester during which a student qualifies for notice status, a letter or other communication will be sent, including the district policy regarding scholastic notice and a description of support services available to help the student improve academic performance.
- 1.1.4 Appeal of Scholastic Notice: A student placed on either academic notice or progress notice may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by the Admissions and Records Office.
- 1.1.5 Removal from Scholastic Notice: A student will be removed from notice when their cumulative grade point average is 2.0 or greater, and/or the cumulative percentage of W, FW, NC, I, and NP grades is less than fifty percent (50%) of all units attempted.

1.2 Scholastic Pause

1.2.1 Standards for Scholastic Pause:

- 1.2.1.1 Academic Pause: A student on academic notice shall be subject to scholastic pause if the student has earned a cumulative grade point average of less than 2.0 in all units completed in each of two consecutive semesters excluding summer sessions.
- 1.2.1.2 Progress Pause: A student on progress notice shall be subject to scholastic pause if their percentage of units for which a W, FW, NC, I, and NP were received reaches or exceeds fifty percent (50%) for two consecutive semesters excluding summer sessions.

AP 4250 Scholastic Notice, Pause, and Restart

1.2.1.3 Transcript Notation: Scholastic pause will be permanently noted on the student's transcript.

1.3 Scholastic Pause Notification: At the end of the semester after which a student becomes eligible for scholastic pause, a letter or other communication will be sent, including a description of the pause status and the procedure to petition for restart to the college.

1.4 Appeal of Scholastic Pause: A student placed on either academic or progress pause may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by the Admissions and Records Office.

1.5 Restart After Scholastic Pause:

1.5.1 Petition for Restart: Students on scholastic pause may petition for restart to the college by filing a written petition. The procedure and deadlines to file a petition will be included in the Scholastic Pause Notification as noted in section 1.3.

1.5.2 Review of Petition for Restart: The petition will be reviewed by the Admissions and Records Office.

1.5.3 Standards for Restart: The following will be considered during the review of a student's petition for restart:

1.5.3.1 Documentation of extenuating circumstances during the semesters on which the scholastic notice was based.

1.5.3.2 A marked improvement between the semesters on which the scholastic notice was based.

1.5.3.3 An atypical academic performance during the semesters on which the scholastic notice was based compared to prior academic history.

1.5.3.4 Documentation of formal or informal educational experiences since completion of the semesters on which the scholastic notice was based.

1.5.3.5 Documentation of an improved grade point average as a result of grade changes, fulfillment of incomplete courses or academic renewal.

1.5.4 Denial of Petition for Restart: If a student's petition for restart is denied, the student may file a new petition for restart after an absence of one semester.

1.5.5 Approval of Petition for Restart: If a student's petition for restart is approved, the student will remain on notice status until their cumulative grade point average is 2.0 or greater, and/or until their cumulative

AP 4250 Scholastic Notice, Pause, and Restart

percentage of W, FW, NC, I, and NP grades is less than fifty percent (50%) of all units attempted.

1.5.6 Conditions After Readmission: If restarted, a student is considered a conditional registrant and will be subject to scholastic pause again the next semester if they do not maintain a grade point average of 2.0 or above and/or receives grades of W, FW, NC, I, and NP in fifty percent (50%) or more of their current units.

1.5.6.1 If restarted, a student whose academic performance is 2.0 or above, and completes all courses attempted in the semester after restarting may continue as a conditional registrant even though the cumulative grade point average or withdrawal ratio remains in pause status.

2.0 Noncredit Program Students

2.1 Placement on Scholastic Notice: A student enrolled at North Orange Continuing Education (NOCE) is placed on program notice when the academic program requirements as set forth by the department are not met.

2.2 Scholastic Notice Notification: At the end of the noncredit term or the equivalent thereof during which a student qualifies for notice status, a letter or other communication will be sent, including the District policy regarding scholastic notice and a description of support services available to help the student improve academic performance.

2.3 Appeal of Scholastic Notice: A student placed on program notice may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by a Vice President or designee at NOCE.

2.4 Removal from Scholastic Notice: A student enrolled at NOCE will be removed from notice when the academic progress requirements as set forth by the department are met.

2.5 Scholastic Pause

2.5.1 Standards for Progress Pause: An NOCE student on program notice shall be subject to scholastic pause if the academic progress requirements as set forth by the department are not met for two consecutive terms or the equivalent thereof.

2.5.2 Pause Notification: At the end of the term or the equivalent thereof after which a student becomes eligible for scholastic pause, a letter or other communication will be sent including a description of the pause status and the procedure to petition for restart to NOCE.

2.5.3 Appeal of Pause: A student placed on program pause may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by a Vice President or designee at NOCE.

AP 4250 Scholastic Notice, Pause, and Restart

2.6 Restart after Scholastic Pause

- 2.6.1 Petition for Restart: Students may petition for restart to NOCE after being subject to scholastic pause by filing a written petition. The procedure and deadlines to file a petition will be included in the Scholastic Pause Notification as noted in section 2.5.2.
- 2.6.2 Review of Petition for Restart: The petition will be reviewed by a Vice President or designee at NOCE.
- 2.6.3 Standards for Restart: The following will be considered during the review of a student's petition for restart.
 - 2.6.3.1 Documentation of extenuating circumstances during the terms or equivalents thereof on which the scholastic pause was based.
 - 2.6.3.2 An atypical academic performance during the terms or equivalents thereof on which the scholastic pause was based compared to prior academic history.
 - 2.6.3.3 Documentation of formal or informal educational experiences since completion of the terms or equivalents thereof on which the scholastic pause was based.
- 2.6.4 Denial of Petition for Restart: If a student's petition for restart is denied, the student may file a new petition for restart after an absence of one term or the equivalent thereof.
- 2.6.5 Approval of Petition for Restart: An NOCE student whose petition for restart is approved will remain on notice status until the academic progress requirements as set forth by the department are met.
- 2.6.6 Conditions after Restart
 - 2.6.6.1 If restarted, the NOCE student is considered a conditional registrant and will be subject to scholastic pause again the next term or the equivalent thereof if the academic progress requirements as set forth by the department are not met.
 - 2.6.6.2 If restarted, the NOCE student may continue as a conditional registrant even though compliance with NOCE academic progress requirements remains in pause status.

See Board Policy 4250 Probation, Dismissal, and Readmission; Board Policy 5500, Standards of Student Conduct; and Administrative Procedure 5500, Standards of Student Conduct.

Date of Adoption: June 14, 2005

Date of Last Revision: May 18, 2026, District Consultation Council

North Orange County Community College District
ADMINISTRATIVE PROCEDURES
Chapter 4
Academic Affairs

AP 4250 Scholastic Notice, Pause, and Restart

November 24, 2025 District Consultation Council
April 29, 2025 District Consultation Council
March 28, 2022 District Consultation Council
September 25, 2017 District Consultation Council
May 23, 2016 District Consultation Council
August 24, 2015 District Consultation Council
December 8, 2008 Chancellor's Cabinet

AP 4250 Scholastic Notice, Pause, and ~~Readmission~~ Restart

Reference:

**Education Code Section 70902 subdivision (b)(3);
Title 5 Sections 55030 - 55034**

1.0 Credit Program Students

1.1 Scholastic Notice

- 1.1.1 Placement on Notice: A student is placed on academic notice when their cumulative GPA (grade point average) falls below 2.0; a student is placed on progress notice when fifty percent (50%) or greater of all units attempted result in grades of "W" (Withdrawal), "FW" (Failure to Withdraw), "NC" (No Credit), "I" (Incomplete), and "NP" (No Pass).
- 1.1.2 A student is not placed on notice until ~~he or she has~~ they have enrolled in 12 semester units in a college within the North Orange County Community College District.
- 1.1.3 Scholastic Notice Notification: At the end of the fall or spring semester during which a student qualifies for notice status, a letter or other communication will be sent, including the district policy regarding scholastic notice and a description of support services available to help the student improve academic performance.
- 1.1.4 Appeal of Scholastic Notice: A student placed on either academic notice or progress notice may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by the Admissions and Records Office.
- 1.1.5 Removal from Scholastic Notice: A student will be removed from notice when their cumulative grade point average is 2.0 or greater, and/or the cumulative percentage of "W", "FW", "NC", "I", and "NP" grades is less than fifty percent (50%) of all units attempted.

1.2 Scholastic Pause

1.2.1 Standards for Scholastic Pause:

- 1.2.1.1 Academic Pause: A student on academic notice shall be ~~dismissed~~ subject to scholastic pause if the student has earned a cumulative grade point average of less than 2.0 in all units completed in each of two consecutive semesters excluding summer sessions.
- 1.2.1.2 Progress Pause: A student on progress notice shall be ~~dismissed~~ subject to scholastic pause if their percentage of units for which a "W", "FW", "NC", "I", and "NP" were received reaches or exceeds fifty percent (50%) for two consecutive semesters excluding summer sessions.

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1.2.1.3 Transcript Notation: Scholastic pause will be permanently noted on the student's transcript.

1.3 Scholastic Pause Notification: At the end of the semester after which a student becomes eligible for scholastic pause, a letter or other communication will be sent, including a description of the pause status and the procedure to petition for ~~readmission~~ restart to the college.

1.4 Appeal of Scholastic Pause: A student placed on either academic or progress pause may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by the Admissions and Records Office.

1.5 ~~Readmission~~ Restart After Scholastic Pause:

1.5.1 Petition for ~~Readmission~~ Restart: Students on scholastic pause may petition for ~~readmission~~ restart to the college ~~after being dismissed~~ by filing a written petition. The procedure and deadlines to file a petition will be included in the Scholastic Pause Notification as noted in section 1.3.

1.5.2 Review of Petition for ~~Readmission~~ Restart: The petition will be reviewed by the Admissions and Records Office.

1.5.3 Standards for ~~Readmission~~ Restart: The following will be considered during the review of a student's petition for ~~readmission~~ restart:

1.5.3.1 Documentation of extenuating circumstances during the semesters on which the ~~dismissal~~ scholastic notice was based.

1.5.3.2 A marked improvement between the semesters on which the ~~dismissal~~ scholastic notice was based.

1.5.3.3 An atypical academic performance during the semesters on which the ~~dismissal~~ scholastic notice was based compared to prior academic history.

1.5.3.4 Documentation of formal or informal educational experiences since completion of the semesters on which the ~~dismissal~~ scholastic notice was based.

1.5.3.5 Documentation of an improved grade point average as a result of grade changes, fulfillment of incomplete courses or academic renewal.

1.5.4 Denial of Petition for ~~Readmission~~ Restart: If a student's petition for ~~readmission~~ restart is denied, the student may file a new petition for ~~readmission~~ restart after an absence of one semester.

1.5.5 Approval of Petition for ~~Readmission~~ Restart: If a student's petition for ~~readmission~~ restart is approved, the student will remain on notice status

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until their cumulative grade point average is 2.0 or greater, and/or until their cumulative percentage of “W”, “FW”, “NC”, “I”, and “NP” grades is less than fifty percent (50%) of all units attempted.

1.5.6 Conditions After Readmission: ~~A readmitted~~ If restarted, a student is considered a conditional registrant and will be ~~dismissed~~ subject to scholastic pause again the next semester if they do not maintain a grade point average of 2.0 or above and/or receives grades of “W”, “FW”, “NC”, “I”, and “NP” in fifty percent (50%) or more of ~~his or her~~ their current units.

1.5.6.1 ~~A readmitted~~ If restarted, a student whose academic performance is 2.0 or above, and completes all courses attempted in the semester after ~~readmission~~ restarting may continue as a conditional registrant even though the cumulative grade point average or withdrawal ratio remains in pause status.

2.0 Noncredit Program Students

2.1 Placement on Scholastic Notice: A student enrolled at North Orange Continuing Education (NOCE) is placed on program notice when the academic program requirements as set forth by the department are not met.

2.2 Scholastic Notice Notification: At the end of the noncredit term or the equivalent thereof during which a student qualifies for notice status, a letter or other communication will be sent, including the District policy regarding scholastic notice and a description of support services available to help the student improve academic performance.

2.3 Appeal of Scholastic Notice: A student placed on program notice may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by a Vice President or designee at NOCE.

2.4 Removal from Scholastic Notice: A student enrolled at NOCE will be removed from notice when the academic progress requirements as set forth by the department are met.

2.5 Scholastic Pause

2.5.1 Standards for Progress Pause: An NOCE student on program notice shall be ~~dismissed~~ subject to scholastic pause if the academic progress requirements as set forth by the department are not met for two consecutive terms or the equivalent thereof.

2.5.2 Pause Notification: At the end of the term or the equivalent thereof after which a student becomes eligible for scholastic pause, a letter or other communication will be sent including a description of the pause status and the procedure to petition for ~~readmission~~ restart to NOCE.

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2.5.3 Appeal of Pause: A student placed on program pause may file a written petition of appeal if they believe an error has been made. The appeal will be reviewed by a Vice President or designee at NOCE.

2.6 ~~Readmission~~ Restart after Scholastic Pause

2.6.1 Petition for ~~Readmission~~ Restart: Students may petition for ~~readmission~~ restart to NOCE after being ~~dismissed~~ subject to scholastic pause by filing a written petition. The procedure and deadlines to file a petition will be included in the Scholastic Pause Notification as noted in section 2.5.2.

2.6.2 Review of Petition for ~~Readmission~~ Restart: The petition will be reviewed by a Vice President or designee at NOCE.

2.6.3 Standards for ~~Readmission~~ Restart: The following will be considered during the review of a student's petition for ~~readmission~~ restart.

2.6.3.1 Documentation of extenuating circumstances during the terms or equivalents thereof on which the ~~dismissal~~ scholastic pause was based.

2.6.3.2 An atypical academic performance during the terms or equivalents thereof on which the ~~dismissal~~ scholastic pause was based compared to prior academic history.

2.6.3.3 Documentation of formal or informal educational experiences since completion of the terms or equivalents thereof on which the scholastic pause was based.

2.6.4 Denial of Petition for ~~Readmission~~ Restart: If a student's petition for ~~readmission~~ restart is denied, the student may file a new petition for ~~readmission~~ restart after an absence of one term or the equivalent thereof.

2.6.5 Approval of Petition for ~~Readmission~~ Restart: An NOCE student whose petition for ~~readmission~~ restart is approved will remain on notice status until the academic progress requirements as set forth by the department are met.

2.6.6 Conditions after ~~Readmission~~ Restart

2.6.6.1 ~~A readmitted~~ If restarted, the NOCE student is considered a conditional registrant and will be ~~dismissed~~ subject to scholastic pause again the next term or the equivalent thereof if the academic progress requirements as set forth by the department are not met.

2.6.6.2 ~~A readmitted~~ If restarted, the NOCE student may continue as a conditional registrant even though compliance with NOCE academic progress requirements remains in pause status.

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See Board Policy 4250 Probation, Dismissal, and Readmission; Board Policy 5500, Standards of Student Conduct; and Administrative Procedure 5500, Standards of Student Conduct.

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PROPOSED

AP 6605 All-Inclusive Restrooms

Reference:

California Health and Safety Code, Division 104, Part 15, Chapter 2, Article 5, Section 118600;
California Building Code, Title 24, Part 2, Chapter 11B;
California Historical Building Code;
Education Code Section 66027.7

- 1.0 The North Orange County Community College District is committed to providing an inclusive, supportive, and non-discriminatory learning environment for all students and to ensuring that every student has equal access to the District's educational programs, services, and activities. All District and campus planning shall prioritize accessible, equitable, inclusive, and safe restrooms for all students and employees.
- 2.0 The following guidelines have been established to create consistency and reliability for students and employees regarding the availability of all-inclusive restrooms. These guidelines exist to affirm the identities and physical needs of students and employees, and expand inclusivity beyond the minimum requirements outlined by the Division of State Architects.
- 3.0 The District recognizes that all-inclusive restrooms must be highly visible, non-gender-segregated multi-user spaces, providing a combination of multi stalls and single stall private rooms that contain toilets and sinks.
 - 3.1 The District further recognizes all-inclusive restrooms must exist in safe, secure, highly trafficked, commonly used, and accessible locations, consistent with other facilities.
 - 3.2 Their access and visibility shall be equal to that of other restrooms, consistent with the access and hours of operation for that area.
 - 3.3 They must be marked on the exterior door, as well as on campus maps, with all-inclusive restroom signage consistent with current best practices, across the District.
 - 3.4 Any final recommendations for all-inclusive signage, design, and amenities should include DSS and LGBTQ+ liaisons at each campus to ensure continuity, inclusivity, and representation across the District.
- 4.0 The District shall provide all-inclusive restrooms in all new construction and major renovation plans in addition to traditional, gender-specific bathroom facilities. At minimum, there shall be one all-inclusive restroom on every floor in new construction and major renovation plans, in every building, with a preference towards all-inclusive multi-stall facilities, in accordance with current best practices for accessibility and gender inclusion.
- 5.0 All efforts shall be made to make the existing restrooms as inclusive as possible. This does not include modifications to identified historic buildings protected by the California Historical Building Code as defined in Sections 18950 to 18961 of Division 13, Part 2.7 of Health and Safety Code.

AP 6605 All-Inclusive Restrooms

- 6.0 The District shall ensure that newly constructed, renovated, and current existing restrooms are equally well-equipped to meet the diverse needs of all students, employees, and visitors, regardless of gender identity, accessibility, mobility, or additional individual needs. This can include but is not limited to menstrual products, changing tables, in-stall trash receptacles, handrails, mirrors, clear signage, and stalls with floor to ceiling doors for maximum privacy, where feasible.

See Board Policy 6600, Capital Construction; AP 6606, All-Inclusive Locker Room , Changing, and Shower Facilities; AP 7120-13, Employee Records: Gender Identity, Gender Expression, and Chosen Name; and AP 5041, Student Records: Gender and Chosen Name.

Date of Adoption: May 18, 2026, District Consultation Council

AP 6606 All-Inclusive Locker Room, Changing, and Shower Facilities

- 1.0 The North Orange County Community College District is committed to providing an inclusive, supportive, and non-discriminatory learning and working environment for all, ensuring that every student and employee has equal access to the District's educational programs, services, and activities. All District and campus planning shall prioritize accessible, equitable, inclusive, and safe facilities for all students and employees.
- 2.0 The following guidelines have been established to create consistency and reliability for students and employees regarding the availability of all-inclusive locker room, changing, and shower facilities. These guidelines exist to affirm students and employees' identities and physical needs.
- 3.0 The District recognizes that inclusive locker room, changing, and shower facilities are designed to be accessible and comfortable for everyone. These facilities shall offer a private, safe, and inclusive space for all users, including but not limited to those with housing insecurity, gender diversity, disabilities, and a need for caregivers. All users shall be offered the same level of privacy and access to lockers, toilets, showers, sinks, and changing facilities.
- 4.0 The District shall make every effort to ensure that the existing locker room, changing, and shower facilities as inclusive as possible. Every locker room, changing, and shower facility shall be equally well-equipped to meet the diverse needs of all students, employees, and visitors, regardless of gender identity, accessibility, mobility, or additional individual needs. Inclusive locker room, changing, and shower facilities shall include private showers, private toilet stalls, with a private sink area, that have shared locker space. Efforts shall be made to update existing locker room, changing, and shower facilities to include multiple private showers, private changing areas, and gender-inclusive signage consistent with current best practices. Any final recommendations for all-inclusive signage, design, and amenities should include DSS and LGBTQ+ liaisons at each campus to ensure continuity, inclusivity, and representation across the District.
- 5.0 All future locker room, changing, and shower construction and/or major renovations shall include the development of a universal, all-gender locker room with completely private changing rooms, showers, and toilets, that can be used by all students, employees and visitors, regardless of who they are or how they may identify, in addition to existing, gender-specific locker room facilities. These all-inclusive universal locker room facilities must exist in safe, secure, and accessible locations, consistent with other gendered facilities.

See Board Policy 6600, Capital Construction; AP 6605, All-Inclusive Restrooms; AP 7120-13, Employee Records: Gender Identity, Gender Expression, and Chosen Name; and AP 5041, Student Records: Gender and Chosen Name.

Date of Adoption: May 18, 2026, District Consultation Council

AP 7400 Employee Travel and Conference Attendance

Reference:

Education Code Section 87032;
26 U.S. Code Section 62 subdivision (c);
2 Code of Federal Regulations Part 200.475;
IRS Publication 463;
IRS Publication 15-B

- 1.0 The Chancellor has designated authority for approval of travel requests to the Presidents and Vice Chancellors for employees in each of their respective areas. All travel outside the United States must be approved in advance by the Board of Trustees.

Employee travel will be reimbursed for actual, ordinary, necessary, and reasonable expenses incurred while on official business, up to approved amounts, and subject to compliance with state and federal regulations and guidelines, and sponsoring agency requirements if applicable. All travel expenses including mode of transportation should be practicable, reasonable, and safe.

- 1.1 For purposes of this policy, travel shall be defined as including off-campus meetings, workshops, conferences, trainings, or conventions that are within the scope of the employee's job assignment. Reimbursement shall be for actual, necessary and reasonable expenses. Not included in the above definition are:
- 1.1.1 Meetings or workshops where participants receive college credit for salary advancement, except for those individuals receiving continuing education credit for maintaining their professional licenses.
 - 1.1.2 Meetings that pay a salary or honorarium to participants.
 - 1.1.3 Meetings of professional organizations with interests outside the scope of the employee's normal work assignment.
 - 1.1.4 Special interest meetings outside the scope of the definition.
- 2.0 Trustees' travel expenses are discussed in BP/AP2735, Board Member Travel.
- 3.0 Student travel expenses and employee expenses incurred while travelling with students are discussed in BP/AP4300, Field Trips and Excursions.
- 4.0 **Ground Transportation:**
- 4.1 All employees driving either their privately owned/leased vehicle or District-owned vehicles for District related activities must certify that they possess a valid California Driver's License.
 - 4.2 All uses of campus transportation, including the use of District-owned vehicles, must be for authorized District related activities.

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- 4.3 District-owned/leased vehicles are available at each campus for use by authorized personnel for approved District business. Transportation provided by the campus or District is limited by the availability of vehicles and prior approval of the trip.
- 4.4 Mileage Reimbursement: Privately owned or privately leased vehicles may be used when District-owned vehicles are not available. Employees who are authorized to use their privately owned or privately leased vehicle to travel off-campus for approved District related activities may receive reimbursement for business mileage incurred through each use in accordance with the following guidelines:
 - 4.4.1 Employees must certify that their personal vehicle is covered by automobile insurance as required by California law.
 - 4.4.2 All persons driving on District business shall take the most direct route possible that is practicable, reasonable, and safe.
 - 4.4.3 Reimbursement for such business mileage shall be at the prevailing IRS standard rate.
 - 4.4.4 Transportation expenses between an employee's home and the employee's main or regular work location are considered personal commuting expenses by the IRS. Personal commuting expenses including commute miles are not reimbursable regardless of the employee's work schedule, time of day, or day of the week (IRS Publication 463).
 - 4.4.5 Business mileage will be reimbursed and include:
 - 4.4.5.1 Roundtrip miles driven between home and an off-site location.
 - 4.4.5.2 Roundtrip miles driven between an off-site location and another off-site location.
 - 4.4.5.3 Roundtrip miles driven between a main or regular work location and an off-site location.
 - 4.4.5.4 Roundtrip miles driven between District or campus sites subject to the applicable collective bargaining agreement.
 - 4.4.6 Business mileage shall be calculated as total actual miles driven (commute miles are not deducted). Google Maps or other similar online map printouts should be submitted with the request for mileage reimbursement when roundtrip mileage is 40 miles or greater.
 - 4.4.7 If two or more employees share a personal vehicle, only one employee shall be reimbursed for mileage expense at the established rate.
- 4.5 Transportation-related expenses which are directly associated with business travel and are ordinary, reasonable, necessary, practicable, and safe shall be reimbursed. Allowable expenses include parking fees; bridge, highway and tunnel

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tolls; rideshare services from the airport to the hotel, or from the hotel to the conference (i.e. conference sessions and off-site events).

4.5.1 Receipts are not required for parking fees; bridge, highway, tunnel tolls; or rideshare if the expense is below \$35 (per expense).

4.5.2 All claimed transportation related expenses shall be authenticated by submission of original itemized valid receipts only if the expense is \$35 or over (per expense). If using rideshare services, the itemized receipt must include pickup and drop-off locations and the traveler must include the reason for the trip (e.g., airport to hotel; hotel to conference).

4.6 Gratuity and tips for transportation services must not exceed 20% of the base cost of the service.

4.7 Personal transportation expenses while on business travel are not reimbursable (e.g., transportation expenses related to entertainment or personal side trips).

5.0 **Travel:** Employees authorized to attend off-campus meetings, workshops, conferences, trainings, or conventions may receive reimbursement for expenses incurred in accordance with the following guidelines:

5.1 An employee's travel request must be approved before travel. Refer to the Accounts Payable webpage for detailed procedures and instructions.

5.2 To minimize out-of-pocket business expenses, employees may utilize the District's travel agent. Refer to the Accounts Payable webpage for more information.

5.3 All travel expenses and mode of transportation (e.g., airfare versus mileage; mileage versus Uber; etc.) must be ordinary, necessary, practicable, reasonable, and safe. Reimbursable travel expenses include: airfare; parking; lodging; registration; meals not covered by conference registration and during the period of travel; car rentals; ground transportation (including mileage, Uber, Lyft, or other rideshare service); and fares (including gratuity not to exceed 20% of the fare). Travel expenses, other than employee meals, must be authenticated by original itemized ticket stubs or original itemized receipts only if the expense is \$35 or over (per expense).

5.3.1 Airfare must be ordinary, necessary, practicable, reasonable, and safe using only commercial carriers. The expense of traveling by commercial carrier will be allowed on the basis of actual cost. Use of personal airline or hotel points would not be reimbursable.

5.3.1.1 The District will not cover additional fees such as extra legroom, seat selection fees, early check-in fees, exit row upgrades, additional baggage fees over a single checked bag plus a single carry-on bag if applicable, travel insurance, or any other upgraded or additional costs. Any upgraded or additional costs are personal expenses and will not be reimbursed, unless specifically approved in advance by the appropriate College President or Vice

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Chancellor and documented on a Business Necessity Form (see section 5.7).

- 5.3.1.2 The District standard for economical, reasonable, and practicable airfare includes flight change, flight cancellation to travel credit, carry-on, and one (1) checked bag.
- 5.3.1.3 In the event of an emergency, if a flight needs to be cancelled or changed, the employee would be reimbursed with documented justification approved by the immediate supervisor.
- 5.3.1.4 The immediate supervisor would be the primary approver on flight selection.
- 5.3.2 When attending a conference to which the employee has traveled by common carrier, the employee may rent an automobile for local transportation. The cost of the vehicle rental shall be practicable, reasonable, and safe for the number of employees traveling together. The District will not reimburse for premium or luxury vehicles, any other upgrades, or additional costs other than fuel and car rental insurance without business justification. The actual cost incurred of renting a vehicle, including the cost of fuel and rental car insurance, is reimbursable. Itemized receipts are required for travel expenses over \$35. Mileage is not reimbursable when renting a vehicle.
- 5.3.3 Reimbursement for travel by private vehicle shall not exceed the lowest roundtrip commercial airfare.
- 5.3.4 Campus/District staff shall not pilot or charter personal or private aircraft when traveling within the scope of their employment.
- 5.3.5 Registration fees charged in connection with approved attendance at conferences, conventions, committee meetings, in-service training seminars and so forth, are allowable at actual cost. The conference agenda is required and should show conference dates, times, and meals provided. Itemized receipts are required for registration fees over \$35.
- 5.3.6 Lodging within 50 miles of the employee's primary work location is not allowable unless specifically approved in advance by the appropriate College President or Vice Chancellor and documented on a Business Necessity Form (see section 5.7). Actual lodging cost, not to exceed charges at the published standard single occupancy room rate for the conference, shall be reimbursed. An original itemized receipt for lodging expense must show conference rate or single occupancy rate for the hotel room. Receipt must be submitted with the reimbursement claim. No other receipt will be accepted--i.e., credit card receipt.
 - 5.3.6.1 If lodging is shared with another employee, each will be reimbursed only for their share of the charges.

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- 5.3.6.2 When an employee shares lodging facilities with a non-district person (e.g., spouse, children, etc.), reimbursement to the employee is limited to the single occupancy rate. All reimbursement claims for such instances must show the rate for single occupancy.
- 5.3.6.3 Lodging expenses are reimbursed for the actual dates of the approved conference. The night the conference ends may be reimbursed if specifically approved in advance by the appropriate College President or Vice Chancellor and documented on a Business Necessity Form (see section 5.7).
- 5.3.6.4 The District does not allow business lodging booked from vacation rental companies such as Airbnb, VRBO, etc., unless approved in advance by the appropriate College President or Vice Chancellor.
- 5.3.6.5 Employees should complete a Hotel/Motel Transient Occupancy Tax Waiver Form to present upon check-in. Not all hotels accept the form, but when they do it provides substantial savings to the District.
- 5.3.7 Meal allowances are applicable only when travel away from home requires an overnight stay (IRS Publication 463) or the employee will be in travel status away from home for more than 12 consecutive hours. All meals for which expenses are actually incurred shall be reimbursed using the U.S. General Services Administration (GSA) meals per diem rate for the applicable location. On partial travel days, the standard meal allowance shall be prorated. Travel meal reimbursement is intended to cover the incremental expense of having to eat out and is not intended to cover the entire cost of meals.
 - 5.3.7.1 When the cost of meals is included in a registration fee, separate reimbursement for the covered meals is not allowed.
 - 5.3.7.2 If attending training or a conference, meals per diem may be approved as an exception if the traveler is at least 30 miles from both the official main or regular work location and the traveler's home if specifically approved in advance by the appropriate College President or Vice Chancellor and documented on a Business Necessity Form. (IRS 1.32.1.8)
 - 5.3.7.3 No receipts are required for meal reimbursement. The District instead will reimburse employees using the GSA meals per diem rate as noted above.
- 5.3.8 Incidental & Miscellaneous travel expenses must be ordinary, necessary, reasonable, practicable, and will be reimbursed as follows:

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- 5.3.8.1 Miscellaneous travel expenses essential to the transaction of official District business may include minor supplies, postage, reproduction costs, telephone and electronic communication expenses. Itemized receipts are required for expenses over \$35.
- 5.3.8.2 Incidental expenses such as fees and tips given to baggage carriers and hotel staff are only reimbursed when travel requires overnight stay. Incidental expenses are reimbursed using the GSA per diem rate and do not require itemized receipts.
- 5.3.8.3 Gratuity and tips are limited to 20% of the base cost of the service. Tips for transportation services are reimbursable and require an itemized receipt if the transportation expense including the tip is over \$35. Tips for hotel and restaurant staff or other food services are included in the meals and incidentals per diem reimbursement rates.
- 5.3.9 Certain travel expenses are considered personal expenses and not essential to District business. Such non-reimbursable expenditures include, but are not limited to: travel insurance, entertainment expense, leisure tours or personal side trips, personal telephone calls, in-room internet connectivity where there is no business need, traffic or parking citations except for those related to malfunctioning equipment on District owned/leased vehicles, valet parking (unless valet parking is the only parking option available), sundry items (toiletries, clothing), tips/gratuities other than as noted in this administrative procedure, and alcoholic beverages.
- 5.4 Group travel must be booked through the District's travel agency and in accordance with this administrative procedure.
- 5.5 Travel advances may be requested for the following:
 - 5.5.1 Transportation, registration, and lodging payable directly to the third party vendor can be paid in full. An employee also has the option to book travel through the District's travel agency to minimize paying out-of-pocket for business travel.
 - 5.5.2 Prepaid reimbursements to the employee may be requested only for costs that will be incurred prior to travel. Other costs that will be incurred during travel will be reimbursed upon return.
 - 5.5.3 Travel advances will not be authorized for any employee whose expenses will be reimbursed directly to the employee by an external sponsor, or for any employee who has not settled prior travel advances with the District.
 - 5.5.4 Travel advances for conferences paid with a grant or categorical funds is not allowable when the payment and conference dates are after the performance period unless specifically approved in writing by the sponsoring agency.

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- 5.5.5 Travel advance requests must be submitted to District Accounts Payable at least fifteen (15) business days in advance to allow time for processing. Include a copy of the conference agenda. Also include the invoice if requesting a travel advance payable directly to a third party vendor, or the quote if using the District's travel agency. If requesting prepaid reimbursements, include itemized receipts (or payment confirmations showing last 4 digits of the credit card used for payment) for all expenses regardless of the dollar amount.
- 5.6 The District is committed to facilitate timely reimbursements within 90 business days of submission of complete and accurate travel claims. In order to do so, travelers should submit their travel claims for processing within fifteen (15) business days of returning from travel.
- 5.6.1 A claim form should include a check payable to NOCCCD if the amount of expenses claimed are less than the amount advanced to the employee and should be submitted within fifteen (15) business days from returning.
- 5.6.2 The claims for reimbursement must include itemized receipts for travel expenses incurred by the employee that are over \$35 (except employee meals) including registration, transportation, lodging, car rental, airport/hotel parking, etc., along with a copy of the conference agenda and if applicable the Business Necessity Form for approved exceptions.
- 5.6.3 Only allowable expenditures up to the amounts authorized will be reimbursed, unless approved by the appropriate College President or Vice Chancellor.
- 5.7 Business necessity means the expense is ordinary, reasonable, practicable, and provides a direct benefit to the District or campus.
- 5.7.1 Exceptions must be specifically approved in advance by the appropriate College President or Vice Chancellor and documented on a Business Necessity Form.
- 6.0 The Chancellor will provide annual reports to the Board of Trustees on all professional conference travel with the exception of employee expenses incurred while traveling with students.
- 7.0 Should the District contract with a third party to provide ACH reimbursement capabilities, virtual debit cards for travel, and travel booking services, the cost of these services would be added to all employee reimbursement requests as a flat fee, which would be posted on the Accounts Payable webpage. The fee would be charged to the same budget covering the cost of the reimbursement.

See Board Policy 2735, Board Member Travel; Administrative Procedure 2735, Board Member Travel; Board Policy 4300, Field Trips and Excursions; Administrative Procedure 4300, Field Trips and Excursions; and Board Policy 7400, Travel and Conference Attendance.

North Orange County Community College District
ADMINISTRATIVE PROCEDURES
Chapter 7
Human Resources

AP 7400 Employee Travel and Conference Attendance

Date of Adoption: February 12, 2002

Date of Last Revision: May 18, 2026, District Consultation Council
August 24, 2020 District Consultation Council
November 26, 2019 Board of Trustees
November 22, 2011

AP 7400 Employee Travel and Conference Attendance

Reference:

Education Code Section 87032;
26 U.S. Code Section 62 subdivision (c);
2 Code of Federal Regulations Part 200.4745;
IRS Publication 463;
IRS Publication 15-B

- 1.0 ~~This is a general policy of the North Orange County Community College District for the conveyance of employees on District business and authorized activities. Travel and transportation expenses will be reimbursed only up to approved amounts and are subject to limitations established by staff development or other funding sources.~~ **The Chancellor has designated authority for approval of travel requests to the Presidents and Vice Chancellors for employees in each of their respective areas. All travel outside the United States must be approved in advance by the Board of Trustees.**

Employee travel will be reimbursed for actual, ordinary, necessary, and reasonable expenses incurred while on official business, up to approved amounts, and subject to compliance with state and federal regulations and guidelines, and sponsoring agency requirements if applicable. All travel expenses including mode of transportation should be ~~the most economical~~ **practicable, reasonable, and safe.**

- 1.1 For purposes of this policy, ~~off-campus~~ travel shall be defined as including ~~international, national, regional, state, or sectional~~ **off-campus meetings, workshops, conferences, trainings, or conventions** ~~whose principal business includes community college instruction and/or support functions or the advancement of the discipline or professional area in which the individual normally teaches or works or studies~~ **that are within the scope of the employee's job assignment.** Reimbursement shall be for actual, necessary and reasonable expenses. ~~This also includes business mileage incurred by the individual using a personal vehicle in the performance of duties which require travel away from the individual's regular work location.~~ Not included in the above definition are:
- 1.1.1 Meetings **or workshops** where participants receive college credit **for salary advancement**, except for those individuals receiving continuing education credit for maintaining their professional licenses.
 - 1.1.2 Meetings that pay a salary or honorarium to participants.
 - 1.1.3 Meetings of professional organizations with interests outside the scope of the employee's normal work assignment.
 - 1.1.4 Special interest meetings outside the scope of the definition.
- 2.0 Trustees' travel expenses are discussed in BP/AP2735, Board Member Travel.
- 3.0 Student travel expenses and employee expenses incurred while travelling with students are discussed **in** BP/AP4300, Field Trips and Excursions.
- 4.0 ~~General principles are as follows~~ **Ground Transportation:**

North Orange County Community College District
ADMINISTRATIVE PROCEDURE
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Human Resources

AP 7400 Employee Travel and Conference Attendance

- 4.1 All employees driving either their privately owned ed/leased vehicle, ~~leased~~, or District-owned vehicles for District related activities must certify that they possess a valid California Driver's License.
- 4.2 All uses of College campus transportation, including the use of District-owned vehicles, must be for ~~official~~ authorized District related activities.
- ~~4.3 Privately owned vehicles of authorized District employees may be used for District transportation purposes with reimbursements within Board policy. Employees must certify that their vehicle is covered by automobile insurance as required by California law.~~
- ~~4.4 Transportation provided by the College/District is limited by the availability of vehicles and prior approval of the trip.~~
- 4.53 District-owned/leased vehicles are available at each campus for the use of by authorized personnel for approved District business. Transportation provided by the campus or District is limited by the availability of vehicles and prior approval of the trip.
- 4.64 Mileage Reimbursement: Privately owned or privately leased vehicles may be used when District-owned vehicles are not available. ~~Any employee~~ Employees who ~~is~~ are authorized to use ~~his/her~~ their privately owned or privately leased vehicle to travel off-campus for approved District related activities may receive reimbursement for business mileage incurred through each use ~~in accordance with the following guidelines:~~ in accordance with the following guidelines: ~~Reimbursement of business mileage includes all maintenance, fuel, oil, and related costs including the cost of insurance. All persons driving on District business shall take the most direct route possible. Reimbursement for such business mileage shall be at the prevailing IRS standard rate.~~
- 4.4.1 Employees must certify that their personal vehicle is covered by automobile insurance as required by California law.
- 4.4.2 All persons driving on District business shall take the most direct route possible that is practicable, reasonable, and safe.
- 4.4.3 Reimbursement for such business mileage shall be at the prevailing IRS standard rate.
- ~~4.6.1 Mileage shall be calculated as the distance from the employee's regular work location to his/her off-campus business destination and return to regular work location.~~
- 4.4.4 Transportation expenses between an employee's home and the employee's main or regular work location are considered personal commuting expenses by the IRS. Personal commuting expenses including commute miles are not reimbursable regardless of the employee's work schedule, time of day, or day of the week (IRS Publication 463).

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4.4.5 Business mileage will be reimbursed and include:

4.4.5.1 Roundtrip miles driven between home and an off-site location.

4.4.5.2 Roundtrip miles driven between an off-site location and another off-site location.

4.4.5.3 Roundtrip miles driven between a main or regular work location and an off-site location.

4.4.5.4 Roundtrip miles driven between District or campus sites subject to the applicable collective bargaining agreement.

~~4.4.6.2~~ If the employee does not both leave and return to his/her regular work location, the total miles driven less regular commute miles shall be reimbursed. Business mileage shall be calculated as total actual miles driven (commute miles are not deducted). Google Maps or other similar online map printouts should be submitted with the request for mileage reimbursement when roundtrip mileage is ~~20~~ 40 miles or greater.

~~4.6.3~~ Miles to and from an airport/train station in excess of regular commute miles shall be reimbursed.

~~4.4.7~~ Mileage reimbursement claims must be approved and submitted to Campus Business Office or District Accounts Payable within fifteen (15) business days following the month the mileage was incurred.

~~4.6.4~~ 7 If two or more employees share a personal vehicle, only one employee shall be reimbursed for mileage expense at the established rate.

4.5 ~~4.6.5~~ Transportation-related expenses which are directly associated with business mileage **travel** and are **ordinary**, reasonable, and necessary, **and most economical, practicable, and safe** shall be reimbursed. Allowable expenses include parking fees; bridge, highway and tunnel tolls; **rideshare services from the airport to the hotel, or from the hotel to the conference (i.e. conference sessions and off-site events)**. ~~All claimed transportation related expenses shall be authenticated by submission of original itemized valid receipts. **Itemized receipts are required for transportation expenses over \$75. If submitting an itemized receipt for rideshare services, the itemized receipt must include pickup and drop-off locations and the reason for the trip (e.g., airport to hotel; hotel to conference).**~~

4.5.1 Receipts are not required for parking fees; bridge, highway, tunnel tolls; or rideshare if the expense is below \$35 (per expense).

4.5.2 All claimed transportation related expenses shall be authenticated by submission of original itemized valid receipts only if the expense is \$35 or over (per expense). If using rideshare services, the itemized

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receipt must include pickup and drop-off locations and the traveler must include the reason for the trip (e.g., airport to hotel; hotel to conference).

4.6 Gratuity and tips for transportation services must not exceed 20% of the base cost of the service.

4.7 Personal transportation expenses while on business travel are not reimbursable (e.g., transportation expenses related to entertainment or personal side trips).

~~4.8 The most economical and reasonable form of ground transportation is reimbursable. For a roundtrip from home to an airport, reimbursement of mileage and parking is District standard. If using a different mode of transportation (e.g., Uber, Lyft, other rideshare service, etc.), a cost savings analysis must be provided with the reimbursement request. If the mode of transportation chosen is not the most economical, transportation expense can be reimbursed up to the District standard.~~

~~4.7 If an employee is assigned to perform work outside his/her regular hours of employment, or on an emergency or non-scheduled basis, the employee shall receive reimbursement for the total mileage traveled in connection with the assignment.~~

5.0 ~~Travel/conference expenses are allowed as follows:~~ Travel: Employees authorized to attend off-campus meetings, workshops, conferences, trainings, or conventions may receive reimbursement for expenses incurred in accordance with the following guidelines:

~~5.1 Authorization to approve travel/conference requests, within budget, has been delegated by the Board of Trustees to the Chancellor or their designee. An employee's travel request must be approved before travel. Refer to the Accounts Payable webpage for detailed procedures and instructions.~~

5.2 To minimize out-of-pocket business expenses, employees may utilize the District's travel agent. Refer to the Accounts Payable webpage for more information.

5.2.3 Reimbursable transportation expenses include all necessary official travel on railroads, airlines, ships, buses, private vehicles and other usual means of conveyance. All travel expenses and mode of transportation (e.g., airfare versus mileage; mileage versus Uber; etc.) must be ordinary, reasonable, necessary, and most economical practicable, reasonable, and safe. Reimbursable travel expenses include: airfare; parking; lodging; registration; meals not covered by conference registration and during the period of travel; car rentals; ground transportation (including mileage, Uber, Lyft, or other rideshare service); and fares (including gratuity not to exceed 20% of the fare). Claims for reimbursement must be supported by Travel expenses, other than employee meals, must be authenticated by original

AP 7400 Employee Travel and Conference Attendance

itemized ticket stubs or original itemized receipts only if the expense is \$35 or over (per expense), ~~provided by the commercial carrier.~~

~~5.23.1~~ Airfare must be the most economical and class roundtrip ordinary, necessary, practicable, reasonable, and safe using only commercial carriers. The expense of traveling by commercial carrier will be allowed on the basis of actual cost. Use of personal airline or hotel points would not be reimbursable. ~~All accumulated airline mileage benefits earned while on District business and paid by the District shall be used for the benefit of the District. All employees will be expected to use the most economical mode of transportation where practical and in the best interest of the District.~~

~~5.23.1.1~~ The District will not cover additional fees such as extra legroom, seat selection fees, early check-in fees, exit row upgrades, additional baggage fees over a single checked bag plus a single carry-on bag if applicable, travel insurance, or any other upgraded or additional costs. Any upgraded or additional costs are personal expenses and will not be reimbursed, unless specifically approved in advance by the appropriate Chancellor's Staff member College President or Vice Chancellor and documented on a Business Necessity Form (see section 5.67).

~~5.23.1.2~~ If the most economical and class roundtrip is not available, or departure/arrival times are unreasonable, include a screenshot to show that the flight booked was the most economical and reasonable option available at the time of booking for audit purposes. A Business Necessity Form is not required. The District standard for economical, reasonable, and practicable airfare includes flight change, flight cancellation to travel credit, carry-on, and one (1) checked bag.

5.3.1.3 In the event of an emergency, if a flight needs to be cancelled or changed, the employee would be reimbursed with documented justification approved by the immediate supervisor.

5.3.1.4 The immediate supervisor would be the primary approver on flight selection.

~~5.23.2~~ When attending a conference to which the employee has traveled by common carrier, the employee may rent an automobile for local transportation. The cost of the car vehicle rental shall be ~~the most economical available~~ practicable, reasonable, and safe for the number of employees traveling together. The District will not reimburse for premium or luxury vehicles, any other upgrades, or additional costs other than fuel and car rental insurance without business justification. The actual cost incurred of renting a vehicle, including

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the cost of fuel and rental car insurance, is reimbursable. Itemized receipts are required for travel expenses over \$75 \$35. Mileage is not reimbursable when renting a vehicle.

5. ~~23~~.3 Reimbursement for travel by private vehicle shall not exceed the lowest roundtrip commercial airfare. ~~Other transportation related expenses which are directly associated with conference or meeting attendance and reasonably incurred shall be reimbursed. Allowable expenses include parking fees, bridge, highway and tunnel tolls, fare for streetcars, rental cars, shuttles, ferries, taxis, buses, and subways. All transportation related expenses claimed shall be authenticated by original itemized receipts.~~
5. ~~23~~.4 College Campus/District staff shall not pilot or charter personal or private aircraft when traveling within the scope of their employment, ~~unless this method of travel is covered by District liability insurance and the pilots are approved by the District and the District's liability carrier.~~
- 5.2.4.1 ~~Reimbursement for travel by privately owned or leased aircraft shall be the prevailing STATE RATE or the commercial carrier cost, whichever is less, not to exceed actual and necessary rental/lease costs.~~
5. ~~23~~.5 Registration fees charged in connection with approved attendance at conferences, conventions, committee meetings, in-service training seminars and so forth, are allowable at actual cost. The conference agenda is required and should show conference dates, times, and meals provided, and registration fees. Itemized receipts are required for registration fees over \$75 \$35. ~~Actual charges must be verified by original itemized registration receipt or bona fide itemized registration application form. Registration expense may be reimbursed to the employee or, alternatively, may be paid directly to the vendor.~~
5. ~~23~~.6 Lodging within 50 miles of the employee's primary work location is not allowable unless specifically approved in advance by the appropriate Chancellor's Staff member College President or Vice Chancellor and documented on a Business Necessity Form (see section 5.67). Actual lodging cost, not to exceed charges at the published standard single occupancy room rate for the conference, shall be ~~allowed~~ reimbursed. An original itemized receipt for lodging expense must show conference rate or single occupancy rate for the hotel room. Receipt must be submitted with the reimbursement claim. ~~to be allowable.~~ No other receipt will be accepted--i.e., credit card receipt.
5. ~~23~~.6.1 If lodging is shared with another employee, each will be reimbursed only for ~~his/her~~ their share of the charges.
5. ~~23~~.6.2 When an employee shares lodging facilities with a non-district person (e.g., spouse, children, etc.), reimbursement to the employee is limited to the single occupancy rate. All

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reimbursement claims for such instances must show the rate for single occupancy.

~~5.23.6.3~~ Normally, lodging **Lodging** expenses are reimbursed for the actual dates of the approved conference. The night before or the night the conference ends may be reimbursed if supported by a written statement explaining the necessity, specifically approved in advance by the appropriate Chancellor's Staff member College President or Vice Chancellor and documented on a Business Necessity Form (see section 5.67). Special circumstances which result in significant monetary savings, such as a Saturday night stay, may be reimbursed if supported by a written statement.

~~5.23.6.4~~ The District does not allow business lodging booked from vacation rental companies such as Airbnb, VRBO, etc., unless approved in advance by the Chancellor appropriate College President or Vice Chancellor.

~~5.23.6.5~~ Employees should complete a Hotel/Motel Transient Occupancy Tax Waiver Form to present upon check-in. Not all hotels accept the form, but when they do it provides substantial savings to the District.

~~5.23.7~~ All meals for which expenses are actually incurred shall be paid. Meal allowances are applicable only when travel away from home requires an overnight stay (IRS Publication 463) or the employee will be in travel status away from home for more than 12 consecutive hours in lieu of staying overnight, or travel is multi-day. For fractional parts of a day which do not require overnight travel, the appropriate meal expense shall be reimbursed using the current IRS rates for the high-low method. All meals for which expenses are actually incurred shall be reimbursed using the U.S. General Services Administration (GSA) meals per diem rate for the applicable location. On partial travel days, the standard meal allowance shall be prorated. Travel meal reimbursement is intended to cover the incremental expense of having to eat out and is not intended to cover the entire cost of meals.

~~5.23.7.1~~ When the cost of meals is included in a registration fee, separate reimbursement for the covered meals is not allowed.

~~5.3.7.2~~ If attending training or a conference, meals per diem may be approved as an exception if the traveler is at least 30 miles from both the official main or regular work location and the traveler's home if specifically approved in advance by the appropriate College President or Vice Chancellor and documented on a Business Necessity Form. (IRS 1.32.1.8)

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~~5.23.7.23~~ 5.37.23 **No receipts are required for meal reimbursement. The District instead will reimburse employees using the GSA meals per diem rate as noted above.**

~~5.23.8~~ 5.38 **Incidental & Miscellaneous travel expenses essential to the transaction of official District business are reimbursable to the employee when must be ordinary, necessary, reasonable, most economical practicable, and will be reimbursed as follows: reasonably incurred and evidenced by submission of valid receipts.**

~~5.23.8.1~~ 5.38.1 **Allowable expenses incurred in conducting District business are: minor supplies, postage, reproduction costs, telephone and electronic communication expenses. Miscellaneous travel expenses essential to the transaction of official District business may include minor supplies, postage, reproduction costs, telephone and electronic communication expenses. Itemized receipts are required for expenses over \$75 \$35.**

~~5.23.8.2~~ 5.38.2 **Incidental expenses such as fees and tips given to baggage carriers and hotel staff are only reimbursed when travel requires overnight stay. Incidental expenses are reimbursed using the GSA per diem rate and do not require itemized receipts.**

~~5.23.8.3~~ 5.38.3 **Gratuity and tips are limited to 20% of the base cost of the service. Tips for transportation services are reimbursable and require an itemized receipt if the transportation expense including the tip is over \$75 \$35. Tips for hotel and restaurant staff or other food services are included in the meals and incidentals per diem reimbursement rates and are only reimbursed with an overnight stay.**

~~5.23.9~~ 5.39 **Certain travel expenses are considered personal expenses and not essential to District business. Such non-reimbursable expenditures include, but are not limited to: travel insurance, entertainment expense, leisure tours or personal side trips, personal telephone calls, in-room internet connectivity where there is no business need, traffic or parking citations except for those related to malfunctioning equipment on District owned/leased vehicles, valet parking (unless valet parking is the only parking option available), sundry items (toiletries, clothing), tips/gratuities other than as noted in this administrative procedure, and alcoholic beverages.**

5.34 **Group travel must be booked through the District's travel agency and in accordance with this administrative procedure.**

5.45 **Travel advances may be requested for the following:**

5.45.1 **Transportation, registration, and lodging payable directly to the third party vendor can be paid in full. An employee also has the option to**

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book travel through the District's travel agency to minimize paying out-of-pocket for business travel.

5.-45.2 Prepaid reimbursements to the employee may be requested only for costs that will be incurred prior to travel. Other costs that will be incurred during travel will be reimbursed upon return.

5.-45.3 Travel advances will not be authorized for any employee whose expenses will be reimbursed directly to the employee by an external sponsor, or for any employee who has not settled prior travel advances with the District.

5.-45.4 Travel advances for conferences paid with a grant or categorical funds is not allowable when the payment and conference dates are after the performance period unless specifically approved in writing by the sponsoring agency.

5.-45.5 Travel advance requests must be submitted to District Accounts Payable at least fifteen (15) business days in advance to allow time for processing. Include a copy of the conference agenda. Also include the invoice if requesting a travel advance payable directly to a third party vendor, or the quote if using the District's travel agency. If requesting prepaid reimbursements, include itemized receipts (or payment confirmations showing last 4 digits of the credit card used for payment) for all expenses regardless of the dollar amount.

5.56 The District is committed to facilitate timely reimbursements within 90 business days of submission of complete and accurate travel claims. In order to do so, ~~Within fifteen (15) business days of returning from travel, travelers should submit their travel claims for processing within fifteen (15) business days of returning from travel. travel claims must be reviewed and approved by the immediate supervisor and submitted to District Accounts Payable for processing. Refer to the Accounts Payable webpage for detailed procedures and instructions.~~

5.-56.1 A claim form should include a check payable to NOCCCD if the amount of expenses claimed are less than the amount advanced to the employee and should be submitted within fifteen (15) business days from returning.

5.-56.2 The claims for reimbursement must include itemized receipts for travel expenses incurred by the employee ~~that are over \$75~~ \$35 (except employee meals) including registration, transportation, lodging, car rental, airport/hotel parking, etc., along with a copy of the conference agenda and if applicable the Business Necessity Form for approved exceptions.

5.-56.3 Only allowable expenditures up to the amounts authorized will be reimbursed, ~~unless approved by the appropriate College President or Vice Chancellor.~~

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~~5.6.7 Business necessity means the expense is ordinary, reasonable, indispensable (the only means to accomplish the purpose for business travel), **practicable**, and provides a direct benefit to the District or campus. An exception to this administrative procedure may be approved when there is a business necessity and in accordance with the following guidelines.~~

~~5.6.1 Expenses that primarily provide a social or personal benefit are not considered business expenses by the IRS and are not reimbursable.~~

~~5.6.27.1 Exceptions must be specifically approved in advance by the appropriate ~~Chancellor's Staff member~~ **College President or Vice Chancellor** and documented on a Business Necessity Form.~~

6.0 The Chancellor will provide annual reports to the Board of Trustees on all professional conference travel with the exception of employee expenses incurred while traveling with students.

7.0 Should the District contract with a third party to provide ACH reimbursement capabilities, virtual debit cards for travel, and travel booking services, the cost of these services would be added to all employee reimbursement requests as a flat fee, which would be posted on the Accounts Payable webpage. The fee would be charged to the same budget covering the cost of the reimbursement.

See Board Policy 2735, Board Member Travel; Administrative Procedure 2735, Board Member Travel; Board Policy 4300, Field Trips and Excursions; Administrative Procedure 4300, Field Trips and Excursions; and Board Policy 7400, Travel and Conference Attendance.

Date of Adoption: February 12, 2002

Date of Last Revision: August 24, 2020 District Consultation Council
November 26, 2019 Board of Trustees
November 22, 2011

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 26, 2026

SUBJECT: Future Board Agenda Items

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

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Byron D. Clift Breland

Recommended by



Approved for Submittal

6.c

Item No.

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

May 9, 2026

The Board of Trustees of the North Orange County Community College District met for a Special Meeting on Saturday, May 9, 2026, at 9:00 a.m. at the Fullerton Marriott at California State University Fullerton, Pacific Suite Room at 2701 Nutwood Avenue, Fullerton, CA 92831.

Board President Barbara Dunsheath called the meeting to order at 9:01 a.m., and led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Mark Lopez, and Evangelina Rosales. Student Trustee Samiy Castillo Bolivar arrived at 11:30 a.m. Student Trustee Zachary Colinco arrived at 11:50 a.m. Student Trustee Kristine Nacu arrived at 12:00 p.m. Absent: None.

RESOURCE PERSONNEL PRESENT: Byron D. Clift Breland, Chancellor.

VISITORS: Brice Harris.

PUBLIC COMMENTS: There were no comments from members of the audience.

BOARD RETREAT: Brice Harris, CCLC Board Consultant, facilitated a vision and strategy session that included analysis of the 2026 Board Self-Assessment, Board goal setting, reflections from the Student Trustees, and discussion of the roles and responsibilities of the Board and CEO.

(See Supplemental Minutes #1380 for the presentation.)

CLOSED SESSION: At 1:20 p.m. Board President Barbara Dunsheath adjourned the meeting to closed session per the following section of the Government Code and the Students Trustees were excused:

Per Section 54957.5: PUBLIC PERFORMANCE EVALUATION: Chancellor

RECONVENE MEETING: At 2:43 p.m. Board President Barbara Dunsheath reconvened the meeting in open session.

ADJOURNMENT: At 2:44 p.m., it was moved by Trustee Evangelina Rosales and seconded by Trustee Ryan Bent to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes.**

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

May 12, 2026

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, May 12, 2026 at 5:30 p.m. in the Anaheim Campus Board Room with a YouTube livestream broadcast.

Board President Barbara Dunsheath called the meeting to order at 5:31 p.m. and led the Pledge of Allegiance.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Mark Lopez and Student Trustees Zachary Colinco and Kristine Nacu. Student Trustee Samiy Castillo Bolivar arrived at 5:33 p.m. Trustee Evangelina Rosales arrived at 5:35 p.m. Absent: None.

RESOURCE PERSONNEL PRESENT: Byron D. Clift Breland, Chancellor; John Parker, Vice Chancellor, Administrative Services; Irma Ramos, Vice Chancellor, Human Resources; Jennifer Vega La Serna, Vice Chancellor, Educational Services & Institutional Effectiveness; Cynthia Olivo, President, Fullerton College; Scott Thayer, President, Cypress College; Valentina Purtell, North Orange Continuing Education President; Kai Stearns, District Director, Public & Governmental Affairs; Rosana Islas, representing the District Management Association; Michelle Patrick Norng, representing the North Orange Continuing Education Academic Senate; Jaclyn Magginetti, representing the Cypress College Academic Senate; Bridget Kominek, representing the Fullerton College Faculty Senate; Marlo Smith, representing Adjunct Faculty United; Elaine Loayza, representing CSEA; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Paul de Dios, Gabriela De La Cruz, Luis Gonzalez, Angela Haugh, Tony Jake, Craig Lee, and Marc Posner from Cypress College; Carlos Antunez, Carlos Ayon, Miranda Bates, Daniel Berumen, Sandra Cheng, Marisa Cornejo, Sonia De La Torre, Grant Linsell, Naveen Kanak, John Krok, Bijan Kazerooni, Michael Moore, Lisa Nashua, Jose Ramon Nuñez, and Jeanette Rodriguez from Fullerton College; Jennifer Perez, and Lauren Wallace from North Orange Continuing Education; and Erika Almaraz, Danielle Davy, Devin Griffin, Khaoi Mady, Flavio Medina Martin, Quyen Vuong, and Rick Williams from the District Office.

VISITORS: Brooke Male, Omar Martinez, Jazmin Mendoza, Khai Nguyen, and Jacob Pirtie. Public participation was provided via YouTube livestream.

BLOCK VOTE APPROVAL OF AGENDA ITEMS: Prior to calling for a motion to approve the block vote agenda items, Board President Barbara Dunsheth noted that item 5.c was revised on the published agenda to strike pages 5.c.2 and 5.c.3 which were inadvertently included in the listing. It was then moved by Trustee Jeffrey P. Brown and seconded by Trustee Ed Lopez that the following non-personnel and personnel items be approved by block vote:

Administrative Services: 3.a, 3.b, 3.c, 3.e, 3.f, 3.g, 3.h, 3.i, 3.j, 3.k, 3.l, 3.m, 3.n

Instructional Resources: 4.a, 4.b, 4.c

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

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, and M. Lopez, voting yes, including Student Trustees Colinco and Nacu's advisory votes.

CHANCELLOR'S REPORT

Fullerton College "State of the College" Presentation: As part of the Chancellor's Report, **Cynthia Olivo**, Fullerton College President, presented the "State of Fullerton College" titled, "¡Adelante, Hornets!" which included the 2024-25 Institutional Effectiveness Report.

The presentation highlighted the Fullerton College Strategic Plan 2025-29 which aims to propel student success by providing equity in access, support, and success, along with notable milestones and points of pride from the past year which included:

- Fullerton College being the number one feeder school to California State University, Fullerton
- Establishment of a CSUF Center at Fullerton College beginning in fall 2026
- Increases in annual transfers to the CSU and UC systems
- Emerging Black Serving Institution (BSI) events
- Secured a \$4 million Samueli Foundation Grant
- Projected increases in STEM enrollment (15%) and transfer rates (20%)
- Accessible Study Abroad Program participation
- Eliminating cost barriers with Open Education Resources (OER) efforts
- Establishment of the Division of Ethnic Studies and Student Equity
- New Student Support Center, Maintenance & Operations Building, and Men of Color Center, and the Performing Arts Center Groundbreaking
- eSports Program expansion of partnerships and curriculum
- Drones and Autonomous Systems baccalaureate degree
- Dual enrollment partnerships
- Faculty and leadership hires
- Men's Basketball State Championship
- Enrollment increases in seat count and headcount
- Increase in course success rates
- Disbursement of Buzzy Bookstore Bucks and Healthy Hornet Meal Deals
- Friends of Fullerton College Foundation endowments
- President Olivo named Woman of the Year by Assemblymember Sharon Quirk Silva
- Catherine Reinhardt-Zacair named Orange County Teacher of the Year

Subsequent to the presentation, trustees noted their appreciation for the focused, informative presentation and inquired about community and industry connections. Trustees also praised the College for the update which allowed them to see the work that occurs behind the scenes and commended President Olivo and her team for their accomplishments.

(See Supplemental Minutes #1381 for the presentation materials.)

Chancellor Byron D. Cliff Breland thanked everyone who made the second installment of the Student-Centered Funding Initiative Workshop possible, especially **Jennifer Vega La**

Serna, Gabrielle Stanco, and the faculty and staff who came together for data-grounded conversations about schedule management and the collective capacity to meet the needs of students. He reported on his attendance at the Cypress College Black Graduate Celebration on May 11 where he and others honored the achievements of Black and African American students moving forward along their educational journeys. He congratulated the recent graduates of the District Management, Leadership, and Classified Professionals Academies and thanked the faculty, mentors, and program designers who built the experiences, and the professional development team—**Amita Suhrid** and **Joseph Aranda**—for organizing the yearlong programming. He congratulated **Jose Ramon Nuñez** on his retirement after a long, storied career across the California community college system where he helped shape students, colleagues, and institutions for the better.

The Chancellor expressed his gratitude to the IT and Communications teams for their response to the widespread attack on the Canvas system during which they worked long weekend hours, late evenings, and early mornings to understand what was happening, to protect our students and institutions, and to restore service as quickly and as carefully as possible. He also thanked trustees for the Board Retreat on May 9 to engage in discussions related to their self-evaluation, progress on the 2025-26 Board Goals, the future of the District, and how to continue to grow into a destination district.

MINUTES: It was moved by Trustee Evangelina Rosales and seconded by Trustee Ryan Bent to approve the Minutes of the Regular Meeting of April 28, 2026. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Castillo Bolivar, Colinco, and Nacu's advisory votes.**

ADMINISTRATIVE SERVICES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0179661 - P0181210 through April 24, 2026, totaling \$5,212,919.73, and check numbers C0058066 – C0058209, totaling \$970,526.66; check numbers F0311035 – F0311252, totaling \$216,651.69; check numbers Q0007501 – Q0007505, totaling 102,711.00; check numbers 88572255 – 88573460, totaling \$15,515,610.42; check numbers V0032192 – V0032206, totaling \$23,165.30; check numbers 70134208 – 70134223, totaling \$3,778.74; and disbursements E9304093 – E9311378, totaling \$9,395,450.80, through April 30, 2026.

Item 3.b: By block vote, authorization was granted to adopt resolutions to accept new revenue and to adjust the General Fund and Financial Aid Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2025-2026 allocations totaling \$721,384, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted for the Vice Chancellor, Administrative Services, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Item 3.c: By block vote, authorization was granted to approve by written resolution the budget transfers as presented

Item 3.d: The Board received and reviewed the District's Quarterly Financial Status Report for the quarter ended March 31, 2026, as required by Title 5 §58310.

Item 3.e: By block vote, authorization was granted to amend the agreement with Otis Elevators and increase the contract amount by \$160,000 from \$2,032,593 to \$2,192,593. All other terms of the contract remain the same.

Further authorization was granted for the Vice Chancellor, Administrative Services, or the District Director, Purchasing, to execute the amendment to the agreement on behalf of the District.

Item 3.f: By block vote, authorization was granted to file the Notice of Completion for Bid #2324-10, Health & Wellness Center Renovation Project at Cypress College with Hamel Concrete, Inc. and pay the final retention payment when due.

Item 3.g: By block vote, authorization was granted to enter into a three-year agreement with Ellucian for Student Success subscription services including continued use of Student Forms and Campus Communicator from August 1, 2026, through July 31, 2029.

Further authorization was granted for the Vice Chancellor, Administrative Services, or District Director, Purchasing, to execute the agreement and any related documents on behalf of the District.

Item 3.h: By block vote, authorization was granted to approve Change Order #1 for Bid 2425-09, TE1 Aviation Expansion Project at Cypress College with ACC & Engineering LLC increasing the contract by \$19,113.98 from \$323,730.00 to \$342,843.98.

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

Item 3.i: By block vote, authorization was granted to increase the agreement with Trane U.S. Inc, for the Central Plant Upgrade, Phase 2 Project at Cypress College by \$4,856,824 for a new total contract amount from \$117,805 to \$4,974,629.

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

Item 3.j: By block vote, authorization was granted to increase the agreement with SGH Architects, for Architectural Services for the LLRC Exterior Patio Project at Cypress College by \$10,200 for a new total contract amount from \$198,000 to \$208,200.

Further authorization is further requested for the Vice Chancellor, Administrative Services or District Director, Purchasing to execute the agreement on behalf of the District.

Item 3.k: By block vote, authorization was granted to award Bid #2526-13, Fine Arts Renovation Piano Equipment for Cypress College to Kim's Piano, Inc. in the amount of \$182,409.45, including tax and shipping.

Further authorization was granted for the Vice Chancellor, Administrative Services, or District Director, Purchasing to issue a purchase order on behalf of the District.

Item 3.l: By block vote, authorization was granted to adopt Resolution No. 25/26-47 to approve Change Order #4 with Pecoraro, Inc. for Bid 2324-04, for the public works project, to increase

the contract amount by \$18,044, for a new total of \$605,252 for the Cypress College Fine Arts Renovation Project.

Further authorization was granted for the Vice Chancellor, Administrative Services or District Director, Purchasing to execute trade contractor change order on behalf of the District.

Item 3.m: By block vote, authorization was granted to adopt Resolution No. 25/26-48 to approve Change Order #13 with Verne's Plumbing Inc. for Bid 2324-04, for the public works project, to increase the contract amount by \$9,660 for a new total of \$2,580,396 for the Cypress College Fine Arts Renovation Project.

Further authorization was granted for the Vice Chancellor, Administrative Services or District Director, Purchasing to execute trade contractor change order on behalf of the District.

Item 3.n: By block vote, authorization was granted to ratify the current change orders for the public works project listed per the Change Order Request, with a total increase of \$28,512 for the Fine Arts Renovation at Cypress College.

Further authorization was granted for the Vice Chancellor, Administrative Services, or District Director, Purchasing to execute each trade contractor change order on behalf of the District.

INSTRUCTIONAL RESOURCES

Item 4.a: By the block vote, authorization was granted to approve the summary of curriculum changes for Cypress College, to be effective Fall 2026. The curricula have been signed by the Campus Curriculum Chairperson and the College President and have been approved by the District Curriculum Coordinating Committee.

Item 4.b: By the block vote, authorization was granted to approve the summary of curriculum changes for Fullerton College, to be effective Fall 2026 and Fall 2027. The curricula have been signed by the Campus Curriculum Chairperson and the College President and have been approved by the District Curriculum Coordinating Committee.

Item 4.c: By block vote, authorization was granted to approve the summary of curriculum changes for North Orange Continuing Education, to be effective Fall 2026 and Spring 2027. The curricula have been signed by the Campus Curriculum Chairperson and the College President and have been approved by the District Curriculum Coordinating Committee.

HUMAN RESOURCES

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

RETIREMENTS

Allen, Maala	FC	Instructor, Biological Science Last Date of Employment: 05/30/2026 PN FCF998
Fee, Richard	CC	Instructor, Chemistry Last Date of Employment: 06/05/2026

PN CCF689

Sonne, Kathryn CC Instructor, English
 Last Date of Employment: 06/30/2026
 PN CCF798

CHANGE IN RETIREMENT DATE

Costello, Jeanne FC Instructor, English
 From: 06/30/2026
 To: 07/03/2026
 PN FCF944

NEW PERSONNEL

Aguilera, Ernie CC Nursing Instructor
 First Year Probationary Contract
 Class B, Step 1
 Eff. 08/20/2026
 PN CCF680

Gonzalez, Irma CC Dean, Counseling and Student Development
 12 Month Position (100%)
 Range 32, Column B
 Management Salary Schedule
 Eff. 07/01/2026
 PN CCM978

Matsuno, Stephanie CC Biology Instructor
 First Year Probationary Contract
 Class B, Step 1
 Eff. 08/20/2026
 PN CCF750

Winborne, Nicole FC Counselor, EOPS
 Second Year Probationary Contract
 Class B, Step 8
 Eff. 07/01/2026
 PN FCF566

TEMPORARY CONTRACT

Nerhus, Alisha CC Nursing Instructor
 Temporary Contract (100%)
 Pursuant to E.C. 87482
 Class B, Step 1
 Eff. 08/20/2026-05/29/2027

PAYMENT FOR INDEPENDENT LEARNING CONTRACT

Aguet, Jacqueline CC \$60.00

Balma, Jodi	FC	\$10.00
Cuatt, Benjamin	FC	\$10.00
Daniel, William	FC	\$60.00
Dimitriadis, Philip	FC	\$10.00
Garcia, Juan	CC	\$240.00
Grande, Jolena	CC	\$10.00
Kirby, Brendon	FC	\$110.00
Klippenstein, Stephen	FC	\$20.00
Maxwell, Jordan	FC	\$10.00
Nevarez, Rachel	FC	\$20.00
Owen Driggs, Janet	CC	\$10.00
Rangel, Rosemary	CC	\$10.00
Ryan, Patrick	FC	\$20.00
Sheehan, Michael	FC	\$20.00

LEAVE OF ABSENCE

Pham, Kara	FC	Mathematics Instructor Personal Leave Without Pay (50%) Eff. Spring 2027 Semester
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2026 SUMMER SEMESTER

Blagdon, Trishmonisha	CC	Column 2, Step 1
Cheever, Gary	FC	Column 1, Step 1
Gomez, Charley	FC	Column 1, Step 2
Puckett, Kevin	FC	Column 1, Step 1
Zeigler, Tanya	CC	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2026 FALL SEMESTER

Arakkonam Palaniveloo, Vinitha	CC	Column 3, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Acosta, Cynthia	CC	Director of Psychiatric Technology Class E, Step 13 Lecture Rate, Regular and Contract Faculty Intersession Teaching Schedule Eff. 06/01/2026-06/30/2026
Ascencio, David	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Ayala, Eduardo	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Ayala, Eduardo	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00

Eff. 06/01/2026-06/30/2026

Bates, Benjamin	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Blandford, Cindy	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Blumer, Collette	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Carmona, Mirta	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Cerecer, Leslie	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Corrales, Nancy	CC	Director of Sonography Class B, Step 18 Lecture Rate, Regular and Contract Faculty Intersession Teaching Schedule Eff. 06/01/2026-06/30/2026
Cuatt, Ben	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Davis, Melanie	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Davis, Melanie	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Deschamps, Nicolina	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Duarte, Cirilo	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Encinias, Shahrazad	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026

Famolaro, Felix	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Ferrandiz, David	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Frianeza, Michael	CC	Director of Radiology Class F, Step 25 Lecture Rate, Regular and Contract Faculty Intersession Teaching Schedule Eff. 06/01/2026-06/30/2026
Gamble, Malcolm	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Gamble, Malcolm	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Garcia, Monique	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Gonzalez, Amber Rose	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Gonzalez, Tricia	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Grande, Jolena	CC	Director of Mortuary Science Class E, Step 31 Lecture Rate, Regular and Contract Faculty Intersession Teaching Schedule Eff. 06/01/2026-06/30/2026
Haritwal, Tushita	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Haritwal, Tushita	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Hartnett, Devyn	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026

Hoang, Thanh	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Houser, Tatiana	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Jimmons, Charlotte	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Johnson, Lisa	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Jones, Anthony	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Juarez, Anita	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Juarez, Dalia	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Juarez-Pinedo, Rodolfo	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Kar, Rosie	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Klyde, Michael	CC	Transforming Intermediary Partnerships for Student & Employer Success Stipend not to exceed \$1,400.00 Eff. 01/24/2026-03/27/2026
Langlois, Jessica	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Lawrence, Heather	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Lemus, Stephanie	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00

Eff. 06/01/2026-06/30/2026

Lim, Emmie	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Miller, Jessica	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Minton, Jeff	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Moe, Bryan	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Molina, William	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Morales, Katherine	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Nevarez, Rachel	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Nia, Halleh	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Ortega, Valerie	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Owens, Michael	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Patchrint, Patchree	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Patchrint, Patchree	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026

Perez, Aaron	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Perez, Roger	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Perlis, Shelby	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Robinson, Christopher	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Rodriguez, Leslie	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Ruiz, Andrea	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Sahakian, Souzan	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Salazar, Yvonne	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Samano, Jeff	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Semichy, Joslyn	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Semichy, Joslyn	FC	First Year Experience Faculty Workshop Stipend not to exceed \$200.00 Eff. 06/01/2026-06/30/2026
Serrano, Nancy	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026
Session, Andrea	FC	Japanese International Student Leadership Summit Stipend not to exceed \$1,200.00 Eff. 01/20/2026-01/22/2026

Silva, Joel	CC	Director of Dental Assisting Class E, Step 20 Lecture Rate, Regular and Contract Faculty Intersession Teaching Schedule Eff. 06/01/2026-06/30/2026
Smith, Fawn	NOCE	Reclaiming Joy Training Stipend not to exceed \$250.00 Eff. 04/14/2026
Snyder, Katie	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Strickland, Jonelle	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026
Weil, Johnny	FC	Humanities Adjunct Professional Learning Day Stipend not to exceed \$150.00 Eff. 06/12/2026

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

RESIGNATIONS

Valenzuela, Lucio	FC	Facilities Assistant 12-month position (100%) Last Date of Employment: 05/08/2026 PN FCC676
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STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Jenkins, Corneshia	NOCE	Special Projects Manager, Engagement Classified Compass Community Presentations Stipend not to exceed \$250.00 Eff. 05/01/2026 PN SCT938
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LEAVES OF ABSENCE

@01405936	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 5/5/2026 – 6/30/2026 (Consecutive Leave)
@00006551	FC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter

		Eff. 5/4/2026 – 5/13/2026 (Consecutive Leave)
@00006551	FC	Medical Leave of Absence Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 5/14/2026 – 8/6/2026 (Consecutive Leave)
@01423019	AC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 4/20/2026 – 4/24/2026 (Consecutive Leave)
@00693369	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 4/21/2026 – 5/1/2026 (Consecutive Leave)
@00699214	FC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 4/23/2026 – 4/29/2026 (Consecutive Leave)
@00004593	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 05/22/2026 – 11/22/2026 (Intermittent Leave)
@01525628	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 5/6/2026 – 6/6/2026 (Consecutive Leave)
@01440007	FC	Medical Leave of Absence Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 4/8/2026 – 5/20/2026 (Consecutive Leave)
@01480035	FC	Pregnancy Disability Leave (PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 5/21/2026 – 7/30/2026 (Consecutive Leave)

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

(See Supplemental Minutes #1381 for a copy of the professional expert personnel listing.)

Item 5.d: By the block vote, authorization was granted for the assignment of hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1381 for a copy of the hourly personnel listing.)

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

(See Supplemental Minutes #1381 for a copy of the volunteer personnel listing.)

GENERAL

Item 6.a: It was moved by Trustee Evangelina Rosales and seconded by Trustee Ed Lopez that the Board adopt Resolution No. 25/26-49 in recognition of Asian American and Pacific Islander Heritage Month.

After reading the resolution into the record, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Castillo Bolivar, Colinco, and Nacu's advisory votes.**

Item 6.b: It was moved by Trustee Stephen T. Blount and seconded by Trustee Jeffrey P. Brown that the Board honor the contributions made by classified employees of the North Orange County Community College District to the educational community and that the Board adopt Resolution No. 25/26-50, declaring the week of May 17-23, 2026, as Classified School Employee Week.

After reading the resolution into the record, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Castillo Bolivar, Colinco, and Nacu's advisory votes.**

Item 6.c: It was moved by Trustee Ryan Bent and seconded by Trustee Evangelina Rosales that the Board adopt Resolutions No. 25/26-51 and No. 25/26-52, Order of Biennial Trustee Election and Specifications of the Election Orders, and that the resolutions be submitted to the Orange County Superintendent of Schools and the Los Angeles Registrar/Recorder County Clerk. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Castillo Bolivar, Colinco, and Nacu's advisory votes.**

Item 6.d: It was moved by Trustee Ryan Bent and seconded by Trustee Mark Lopez that the Board re-adopt Board Policy 6320, Investments. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Castillo Bolivar, Colinco, and Nacu's advisory votes.**

Item 6.e: It was moved by Trustee Ryan Bent and seconded by Trustee Evangelina Rosales that the Board adopt the proposed, revised Board Policies in Chapter 4.

**BP 4010, Academic Calendar
BP 4020, Program and Curriculum Development
BP 4250, Scholastic Notice, Pause, and Restart**

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Castillo Bolivar, Colinco, and Nacu's advisory votes.

Item 6.f: The Board received the proposed, revised Board Policies in Chapters 2 and 3.

BP 2015, Student Members
BP 3530, Weapons on Campus
BP 3580, Sustainability Plan

The revised Board Policies will be placed on a future Board meeting agenda for action.

Item 6.g: The Board received as information the revised Administrative Procedures in Chapters 2, 3, 4, 5, and 7.

AP 2340, Agendas
AP 2710, Conflict of Interest
AP 3415, Immigration Enforcement Activities
AP 4010, Academic Calendar
AP 4100, Graduation Requirements for Degrees and Certificates
AP 4225, Course Repetition
AP 5050, Student Success and Support Program
AP 5400, Associated Students Organization
AP 7230-2, Confidential Employees – Holidays
AP 7240-2, Management Employees – Holidays

Trustee Ed Lopez recommended that the Chancellor consider changing Friday to Saturday in AP 2340 and mentioning the different circumstances for special and emergency meetings.

Trustee Evangelina Rosales inquired whether there is signage designating classrooms as private spaces, and the Presidents outlined their campus practices.

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

Item 6.h: The Board considered whether an increase to compensation for Board members was desirable and it was moved by Trustee Ed Lopez and seconded by Trustee Stephen T. Blount to increase Board compensation by 5%.

During the discussion, trustees outlined their perspectives on whether or not to approve the 5% increase which included the following:

- 5% is a mild increase when considering the inflation rate since the last increase in 2022 and over the past 20+ years.
- A hope to approve the increase this year and do a better job of continuing to increase Board compensation in the future.
- Support for the increase because it would also increase student trustee compensation.
- Trustees can donate the increase in compensation to the district foundations.
- Clarification on how the payment for student trustees is determined.
- Historical context of student trustee stipends which were increased from one-third of the trustee rate to 50%.
- No opposition to a minimal increase.
- Reticence to approve the increase because it appears self-serving despite the dollar amount, and the job of a trustee is a service to the community.

Motion carried with Trustees Blount, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Castillo Bolivar, Colinco, and Nacu's advisory votes, and Trustees Bent, Brown, and Dunsheath voting no.

Item 6.i: Board President Barbara Dunsheath asked if there were any requests for potential future agenda items and there were none.

CHANCELLOR'S STAFF COMMENTS

Valentina Purtell reported that as part of Asian American and Pacific Islander Heritage Month, NOCE will host a special screening of "The Three Queens of Bali" documentary on May 14 which was written, directed, and produced by **NOCE Professor Cathee Mang** during her sabbatical. She shared that as the end of the semester approaches, NOCE will celebrate the many events that strengthen belonging and community connection including Commencement and the Student Success Ceremony on May 15, the NOCE and District Services Classified Professional Appreciation Luncheon on May 19, and the End of Semester Pride Space Celebration on May 28. She noted that NOCE hosted the Chancellor Connect event at the Anaheim Campus to facilitate an opportunity for open dialogue between the Chancellor and employees, and thanked **Trustee Mark Lopez** for attending. She also thanked **John Parker** and **Erika Almaraz** for joining the recent "Pastries with the President" session to discuss budget and enrollment updates with employees. She concluded her report by sharing that two NOCE faculty members were recognized on the field during the Los Angeles Angels Teacher Appreciation Night sponsored by SchoolsFirst Federal Credit Union: **Helen Serrano**, Orange County Teacher of the Year nominee, and **Carrie Ruffalo**, NOCE Faculty of the Year.

Scott Thayer reported that Cypress College hosted a table at the 2026 Cypress Chamber of Commerce Business Awards whose honorees included two members of the Cypress College Foundation Board: **Curtis Scheetz** as Man of the Year and **Kevin Tsao** as Business of the Year. He thanked **Board President Barbara Dunsheath** and **Trustee Stephen T. Blount** for joining college representatives at the event. He also congratulated Board President Dunsheath on her well received presentation at the University of La Verne Community College Leadership Symposium on May 7. He shared that Cypress College is in the midst of the celebration season on campus which have included celebrations for employee milestones, retirements, international students, Asian Pacific Islander Desi American (APIDA) students, the Black Faculty and Staff Association, the Legacy Program, and the Duck Derby. He invited trustees to attend the Scholarship Awards Ceremony on May 22 and Commencement on May 29. He announced that **Geralyn Ibarra** was elected as Associated Students President and **Ahmad Haidari** was elected as Student Trustee. President Thayer closed his report in memory of **Chris Siragusa**, Mathematics Faculty Emeritus, who was a member of the faculty for more than 25 years.

Jennifer Vega La Serna reported that the District hosted a Student-Centered Funding Initiatives Workshop on May 1 focused on strategic enrollment management, student-centered funding, and student success initiatives. The nearly 70 participants engaged in discussions around scheduling practices, productivity, and strategies that support timely student completion and also focused on reviewing data, identifying areas for improvement, and aligning goals and objectives across the District. She expressed her gratitude to **Gabrielle Stanco** and her team, along with the campus researchers, for compiling the data and resources that supported the presentations, and everyone involved with the logistical and technology support for the event.

John Parker reported on the recent NOCE budget forum held during the “Pastries with the President” event and at Cypress College on May 11 where employees engaged in discussions on budget planning, enrollment growth, and preserving campus funds. The Fullerton College budget forum will take place on May 13.

RESOURCE TABLE PERSONNEL COMMENTS

Michelle Patrick Norng reported that the NOCE Academic Senate will convene a Special Meeting on May 14 to address two time-sensitive items: the CTE Management Structure and a draft of the 2027–28 academic calendar. She shared that all three senate bodies across the District voted in support of the Joint Collaborative Consultation Understanding which represents an important step forward in strengthening collaboration between the Senates and unions by establishing clearer communication practices and a more transparent consultative process. She congratulated all NOCE students reaching new milestones in their educational and career journeys who will be celebrated at the NOCE Commencement and the Student Success event ceremonies on May 15, along with the unveiling of the new NOCE mascot. She concluded her report by congratulating **Yellckin Brenes** on being elected to serve as the next NOCE Student Trustee.

Jaclyn Magginetti reported that at its next meeting, the Cypress College Academic Senate will conduct a second read of the revised Cypress College attendance policy, discuss recommendations for program map design best practices, review the Guided Pathways Annual Report, receive an update on the Campus Technology Plan, and also review the revised academic honesty policy, an accreditation-related resolution, and a proposed drop survey aimed at better understanding why students leave courses. The Senate will also discuss the possibility of incorporating a more intentional theme into future Flex Days to better support faculty development and engagement.

Bridget Kominek celebrated the Fullerton College “State of the College” presentation which provided a glimpse into the great work happening to support students and community, and shared her pride in the development of the Joint Collaboration Consultation Understanding between the faculty bargaining units and senates. She also read, “Resolution No. 2026-1: Opposition to the Proposed Changes to Institutional Eligibility Under the Higher Education Act” which was passed by the Fullerton College Faculty Senate and was shared with the Board. She urged the Board to join in sharing concerns when the public comment period is open and ACCJC solicits input from the field in the next few months.

Marlo Smith expressed support for **CSEA President Elaine Loayza** and her work on behalf of classified employees. She stated that while the class action lawsuit filed by adjunct faculty members against the District was not initiated by Adjunct Faculty United and is independent of them, she welcomed negotiations with the District to avoid a lengthy and costly court battle.

MEMBERS OF THE BOARD OF TRUSTEES COMMENTS

Student Trustee Kristine Nacu reported on her final Tea Time with the Student Trustee event on May 1, the last student leadership meeting of the semester on May 7, and her participation at the Board retreat to share feedback. She shared that the NOCE Commencement and Student Success Awards Ceremony are on May 15 at Cottonwood Church and congratulated **Yellckin Brenes** on being elected as the next NOCE Student Trustee.

Student Trustee Samiy Castillo Bolivar reported on the last Fullerton College Associated Students Senate and Executive meetings, congratulated the College on its “State of the College” presentation, and expressed pride in his affiliation with the College now and in the future. He shared his concerns with the Higher Education Act proposed changes, noted that the evaluation of the Sodexo contract for food services will continue via an ad hoc committee, and plans to increase student representation across majors and departments to include varying perspectives within Associated Students. He concluded by sharing statements approved by Associated Students regarding immigration enforcement concerns affecting students and the responsible use of artificial intelligence in academic work.

Student Trustee Zachary Colinco reported that Cypress College Associated Students held its Associated Students banquet to celebrate their accomplishments and activities of the semester and thanked President Scott Thayer for attending the event. He shared that he attended the Board retreat to share his reflections and recommendations from his tenure as student trustee. Associated Students will host their last semester event: a finals week pop up event to help ease the stress of finals week by providing students with snacks and drinks.

Trustee Stephen T. Blount thanked his colleagues for voting to support a stipend increase.

Trustee Jeffrey P. Brown reported on his attendance at the CCLC Annual Trustees Conference where he attended a session on marketing and how trustees can help promote their districts. He shared findings from a recent national survey on college taglines which found that some have lost their impact when others are using similar ones in the sea of sameness. Instead, colleges should use slogans that put the student as the hero and the college as the guide for the hero’s journey, and he said the Cypress College slogan of “we take this journey together” is a great example of that.

Trustee Mark Lopez reported on his attendance at recent events across the District including the NOCE Chancellor Connect on May 4, District Black Faculty and Staff Association End of Year event at Cypress College on May 5, and the Cypress College Disability Support Services Graduation and Art Gallery student showcase on May 7. He also reported on the Board retreat on May 9 and thanked his colleagues and student trustees for the robust dialogue, and suggested moving the retreat to the Anaheim Campus to save on the offsite facility rental fee.

Trustee Evangelina Rosales reported on her attendance at the recent Board retreat and the CCLC Annual Trustees Conference where she participated in sessions related to artificial intelligence and protecting students during immigration enforcement raids. She noted she also attended the retirement celebration for **Jose Ramon Nuñez** and thanked him for his dedication to the District.

Trustee Ryan Bent thanked his colleagues for a productive Board retreat and for joining him at the CCLC Annual Trustees Conference. He also thanked **Jose Ramon Nuñez** for his service to the District and wished him well in retirement.

Board President Barbara Dunsheath reported on the Yom HaShoah event on April 29 which included the powerful stories of Holocaust survivors **Ingrid Gallin**, **Gabriella Karin**, and **Joe Alexander**. She touched on her attendance at the CCLC Annual Trustee Conference and sessions she attended, and the Board retreat on May 9 which included robust discussion on their self-evaluation, Board goals, the CEO and Board roles and responsibilities, and the Chancellor’s evaluation which will be facilitated by a third party. She expressed her thanks to the student trustees who attended and provided insight to improve their role on the Board. She

congratulated **Jose Ramon Nuñez** on his retirement and shared she looked forward to attending the numerous end of the year celebrations culminating with the commencement ceremonies.

As part of her report, **Chancellor Byron D. Clift Breland** announced that **Board President Barbara Dunsheath** was recognized for her 20 years of service as a trustee at the CCLC Annual Trustees Conference and congratulated her on being elected President of the California Community College Trustees (CCCT) Board.

PUBLIC COMMENTS ON NON-AGENDA & CLOSED SESSION ITEMS: There were no public comments on non-agenda and closed session items.

CLOSED SESSION: At 7:40 p.m., Board President Barbara Dunsheath adjourned the meeting to closed session per the following sections of the Government Code and reported there would not be a read out.

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.

RECONVENE MEETING: At 9:00 p.m., Board President Barbara Dunsheath reconvened the meeting in open session.

ADJOURNMENT: At 9:00 p.m., it was moved by Trustee Ed Lopez and seconded by Trustee Mark Lopez to adjourn the meeting. **Motion carried with Trustees Bent, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes.**

Prepared By Recording Secretary for
Mark Lopez, Secretary, Board of Trustees