



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

**MEETING:** Regular Meeting in April 2022

**DATE:** Tuesday, April 12, 2022, at 5:30 p.m.

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

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

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

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

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

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

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

**AGENDA:**

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Consider Non-Personnel block-vote items indicated by [ ] in Sections 3 & 4**
- d. **Consider Personnel block-vote items indicated by [ ] in Section 5**

Agenda items designated as block-vote items with [ ] are considered by the Board to either be routine or sufficiently supported by back-up information that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them.

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

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

- e. **Chancellor’s Report**

\* **North Orange Continuing Education “State of the College” Presentation  
By: Valentina Purtell, NOCE President**

2. a. **Approval of Minutes of the Regular Meeting of March 22, 2022.**  
 b. **CLOSED SESSION: Per the following sections of the Government Code:**

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

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

**Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Fullerton College President.**

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

**Per Section 54957(a): THREAT TO PUBLIC SERVICES OR FACILITIES: Consultation with Security Consultant.**

**Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**Property: 1245 E. Wilshire Avenue, Fullerton, CA 92831  
(APN 033-211-04)**

**Negotiation Party: Fred Williams, Vice Chancellor, Finance & Facilities  
 Under Negotiations: Terms and Conditions of Purchase**

3. **FINANCE & FACILITIES**

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] It is recommended that the Board adopt Resolution No. 21/22-18 to approve a Contract for Lease of Modular Portable Buildings Manufactured by Mobile Kitchens U.S.A., Inc.
- [c] Authorization is requested to amend the Project Management consultant agreement with MAAS Companies for added program support on the Music/Drama Complex and increase the contract from \$185,000 to \$380,000 until project completion.
- [d] Authorization is requested to award Bid #2122-21, Fullerton College Sherbeck Field Improvement Project to Woodcliff Corporation in the amount of \$3,550,000 plus \$20,000 allowance.
- [e] Authorization is requested to approve Resolution No. 21/22-19 to award Informal Bid #2122-17, Fullerton College Building 1200 – Domestic Water Heater Replacement Project to Pro-Craft Construction, Inc. in the amount of \$212,500 including a \$20,000 allowance.

- [f] Authorization is requested to amend the contract with Amazon Web Services to increase the amount by \$100,000 from \$100,000 to \$200,000.
- [g] Authorization is requested for the District to accept 200 sneeze guards/protective shields from Thinking Cap Central.

**4. INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the amendment of the 2021-24 NOCCCD and Anaheim Union High School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.
- [b] It is recommended that the Board approve the summary of curriculum changes for Cypress College, to be effective Spring 2022 and Fall 2022.
- [c] It is recommended that the Board approve the summary of curriculum changes for Fullerton College, to be effective Fall 2022 and Fall 2023.
- [d] It is recommended that the Board approve the summary of curriculum changes for NOCE, to be effective Summer 2022 and Fall 2022.
- [e] It is requested that Fullerton College enter into an agreement with the California Community Colleges Chancellor's Office to accept California Apprenticeship Initiative funds for the Drone Pilot Apprenticeship Program.

**5. HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:
  - Change in Salary Classification
  - Additional Duty Days @ Per Diem
  - Payment for Independent Learning Contract
  - Leaves of Absence
  - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:
  - Resignation
  - Probationary Release
  - New Personnel
  - Revision of Contract
  - Professional Growth & Development
  - Stipend for Additional Administrative Duties
  - Stipend for Additional Management Duties
- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.

- [e] Request approval of Volunteers.
- [f] Request approval of the Tentative Agreement between United Faculty CTA/CCA/NEA inclusive of all terms and conditions specified in the written Tentative Agreement between United Faculty CTA/CCA/NEA and the District.

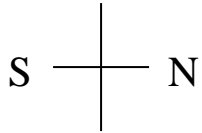
## 6. **GENERAL**

- a. It is recommended that the Board mark its ballot for the California Community College Board of Trustees Board of Directors election.
- b. It is recommended that the Board receive the proposed, revised Board Policies and direct that they be placed on a future Board meeting agenda for action.
- c. It is recommended that the Board receive as information the revised Administrative Procedures in Chapter 4.
- d. It is recommended that the Board adopt Resolution Nos. 21/22-20, 21/22-21, and 21/22-22 verifying that Trustees Bent, Blount, and Lopez were absent on April 7, 2022 and eligible to receive compensation for the Special Board meeting.
- e. It is recommended that the Board discuss the proposed legislation surrounding modification to the Brown Act and determine if position letters or resolutions on any of the highlighted bills are warranted.
- f. 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

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

Jacqueline Rodarte,  
President

Ed Lopez,  
Vice President

Evangelina Rosales,  
Secretary

Jeffrey P. Brown,  
Board Member

Stephen T. Blount,  
Board Member

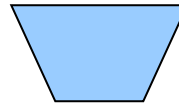
Ryan Bent,  
Board Member

Dr. Barbara Dunsheath,  
Board Member

Meena Pandian,  
Student Member CC

Dr. Byron D. Clift Breland,  
Chancellor

Erin Lacorte,  
Student Member FC



Dr. JoAnna Schilling,  
President CC

Alba Recinos,  
Recording Secretary

Dr. Gil Contreras,  
Interim President FC

Valentina Purtell,  
President NOCE

**Audience Seating**

Constituent Group  
Representatives

Chancellor's Staff

**Entrance**



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	April 12, 2022	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>    X    </u>

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

The purchase order numbers P0149705 - P0150209, check numbers C0053526 – C0053645; F0283315 – F0284693; Q0007474 – Q0007474; 88520779 – 88521851; V0031865 – V0031865; 70120994 – 70121344; disbursements E9018268 – E9034122; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Bank Mobile disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

**How does this relate to the five District Strategic Directions?** This item responds to 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 submitted in accordance with Board Policy 6330, Purchasing/Warehouse.

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

**RECOMMENDATION:** It is recommended that the Board ratify purchase order numbers P0149705 - P0150209 through April 12, 2022, totaling \$2,570,131.63, and check numbers C0053526 – C0053645, totaling \$173,717.48; check numbers F0283315 – F0284693, totaling \$375,950.70; check numbers Q0007474 – Q0007474, totaling \$77.00; check numbers 88520779 – 88521851, totaling \$6,465,240.55; check numbers V0031865 – V0031865, totaling \$2,660.00; check numbers 70120994 – 70121344, totaling \$85,951.52; and disbursements E9018268 – E9034122, totaling \$18,056,631.07, through March 31, 2022.

Fred Williams

Recommended by

  
Approved for Submittal

3.a.1

Item No.

**BOARD RECAP**  
**FOR THE PERIOD FEBRUARY 17, 2022 THROUGH MARCH 16, 2022**  
**BOARD MEETING APRIL 12, 2022**

<b>PO</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>FUND</b>	<b>SITE</b>	<b>DESCRIPTION</b>
P0149705	Extron Electronics	\$ 2,000.00		CC	Blanket Order for off-site repair services
P0149747	Lacefield Door Co	\$ 20,550.00	Capital Outlay	AC	Labor for Installation of Doors
P0149786	Amazon Business	\$ 1,292.92		CC	Instructional Supplies
P0149800	Amazon Business	\$ 78.11		FC	Office Supplies
P0149802	Radiant Floor Systems Inc	\$ 653.12		CC	Custodial Services
P0149803	RJ Electric	\$ 2,316.63		AC	Lighting Supplies
P0149804	Keyboard Concepts	\$ 76,627.52		FC	Piano
P0149805	Tom Black Service Center	\$ 1,000.00		CC	Blanket Order for Equipment Repairs & Maintenance
P0149806	Orange County Sanitation District	\$ 31,891.97		AC	2021-22 Sewer User Fees
P0149807	Pierce Company	\$ 5,828.99		CC	Instructional Materials
P0149808	Amazon Business	\$ 53.86		CC	Instructional Supplies
P0149809	California Assoc of School Business Officials	\$ 875.00		AC	Institutional Membership B/A: 1/25/22
P0149810	Spirit Products LTD	\$ 2,283.88		FC	Custom Backpacks
P0149811	Amazon Business	\$ 117.43		FC	Instructional Materials
P0149812	NexusEdge Education Inc	\$ 10,000.00		CC	Student Educational Services
P0149816	Kolena Corporation	\$ 15,000.00		CC	Employment Virtual Event Services
P0149818	Anaheim Place Partners LP	\$ 5,400.00		NOCE	Rental Fees
P0149819	B & H Photo Video Inc	\$ 1,414.43		FC	Radio Equipment
P0149820	Amazon Business	\$ 861.28		FC	Books
P0149821	Melody La Montia	\$ 1,487.25		FC	Reimbursement for Software Purchase
P0149822	Comprehensive Emergency Management Services	\$ 6,000.00		AC	Emergency Management Training
P0149823	Pacific Coast Entertainment	\$ 837.23		FC	Theatre Supplies
P0149824	Pantheon Systems Inc	\$ 44,500.00		CC	Software Subscription
P0149825	JRR Shop	\$ 414.30		FC	Music Supplies
P0149826	B & H Photo Video Inc	\$ 10,106.95		FC	Filex Light Kit
P0149827	American Association of Museums	\$ 230.00		FC	Institutional Membership
P0149828	Grubhub	\$ 30.88		CC	STEM2 Program Event Meal Fees
P0149829	B & H Photo Video Inc	\$ 753.00		FC	Theatre Supplies
P0149830	Sodexo Inc and Affiliates	\$ 34,683.89		FC	Meal Distribution for Student Food Drive
P0149831	Sodexo Inc and Affiliates	\$ 54,741.19		FC	Meal Distribution for Student Food Drive
P0149832	CSI Fullmer	\$ 6,233.32		FC	Furniture for Administrative Services
P0149833	Diversified Business Services	\$ 799.15		CC	Custom Shirts
P0149834	Omnirax Furniture Company	\$ 27,981.31		FC	Custom Radio Station Workstations
P0149835	BSN Sports LLC	\$ 441.39		FC	Athletic Supplies
P0149836	Buddy's All Stars, Inc.	\$ 2,758.89		FC	Athletic Supplies
P0149837	Office Solutions	\$ 4,500.00		CC	Blanket Order for Office Supplies
P0149838	California Restaurant Assn Ed Foundation	\$ 500.00		CC	Field Trip Fees
P0149839	PrestoSports Inc	\$ 2,500.00		CC	Online Software Subscription
P0149840	Montgomery Hardware	\$ 10,200.00		CC	Access Control Troubleshooting and Reprogramming
P0149841	Associated Business Products Inc	\$ 816.48		FC	Time Clock Repairs
P0149842	Kimberly Do	\$ 2,692.40		AC	Reimbursement for Purchase of N95 Masks
P0149843	CSI Fullmer	\$ 4,060.14	Bond	AC	Furniture for FC IB Room 218
P0149844	Sasco Electric	\$ 4,400.00	Capital Outlay	AC	Labor and Materials for Additional Cabling FC VRC
P0149845	Newsweek Inc	\$ 79.99		FC	Subscription Renewal
P0149846	Executive Environmental Services Corporation	\$ 710.00		FC	Air Quality Testing
P0149847	4imprint Inc	\$ 524.62		CC	Custom Shirts
P0149848	DynTek Services Inc	\$ 1,800.00		FC	Consulting Services for Document Classification
P0149849	Avid Technology Inc	\$ 322.18		FC	Instructional Supplies
P0149850	Online Learning Consortium Inc	\$ 2,950.00		FC	Virtual Conference Fees
P0149851	Miranda Garcia	\$ 85.00		FC	Reimbursement for Student Membership Dues
P0149852	Amazon Business	\$ 97.98		CC	Covid 19 Kiosk Supplies
P0149853	Coast Fitness Repair Shop Inc	\$ 149.00		FC	Athletic Equipment Repairs

Item No. 3.a.2

**BOARD RECAP**  
**FOR THE PERIOD FEBRUARY 17, 2022 THROUGH MARCH 16, 2022**  
**BOARD MEETING APRIL 12, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149854	Signarama of Anaheim	\$ 1,850.67		NOCE	Signs for District Light Posts
P0149855	CDW Government Inc	\$ 5,508.91		FC	(4) Computers
P0149856	Laura Rendon	\$ 6,000.00		CC	Guest Speaker for Student Services
P0149857	Computerland of Silicon Valley	\$ 160.00		CC	Annual Software Maintenance Renewal
P0149858	Computerland of Silicon Valley	\$ 2,265.00		CC	Annual Software License & Maintenance Renewal
P0149859	Enthusiast Inc	\$ 300.00		CC	Website License Fee
P0149860	Sweetwater Sound Inc	\$ 516.13		CC	Music Equipment
P0149861	Marucci Sports LLC	\$ 131.37		CC	Athletic Supplies
P0149862	Trane U S Inc	\$ 18,380.00	Capital Outlay	AC	Air Balance Support for American Air Balance Equip
P0149863	Yorke Engineering LLC	\$ 9,206.00	Capital Outlay	CC	Air Quality Support & Risk Assessment
P0149864	Promodealer Company	\$ 3,276.04		CC	(600) Flash Drives
P0149865	Automotive Video Innovations Inc	\$ 1,995.00		CC	Site Licenses
P0149866	Feitian Technologies US Inc	\$ 329.78		CC	Application Authentication Hardware
P0149867	B & H Photo Video Inc	\$ 1,917.12		FC	Music Equipment
P0149868	James Woods	\$ 750.00		CC	Guest Speaker for Black History Event
P0149869	CDW Government Inc	\$ 361.81		FC	Printer
P0149870	Therese Mosqueda-Ponce	\$ 1,630.85		CC	Reimbursement for Puente Program Event Tickets
P0149871	CDW Government Inc	\$ 2,668.00		FC	Computer
P0149872	CDW Government Inc	\$ 4,420.06		FC	Laptop
P0149873	Hotsy of Southern California	\$ 328.66		CC	Automotive Parts
P0149874	AFP Industries Inc	\$ 2,933.10		CC	Math Software
P0149875	Southern California News Group	\$ 1,033.10		FC	Orange County Register Subscription Renewal
P0149876	Grubhub	\$ 784.80		CC	Meals for Puente Program Event
P0149886	La Palma Broadcasting LLC	\$ 3,320.00		FC	Football Game Live Broadcasting Fee
P0149887	Buddy's All Stars, Inc.	\$ 1,960.62		FC	Athletic Supplies
P0149888	Ambient Environmental Inc	\$ 29,616.00	Capital Outlay	AC	Additional Hazardous Materials Removal at FC Bldg
P0149889	Christi ODaniel	\$ 807.90		FC	Reimbursement for Call Center Head Sets
P0149890	4imprint Inc	\$ 16,995.56		CC	Marketing Materials
P0149891	Philips Electronics North America Corporation	\$ 89,971.79		CC	Healthcare Equipment
P0149892	Redrock Software	\$ 2,939.00		CC	Software Subscription
P0149893	AES	\$ 6,037.68		CC	Automotive Equipment
P0149894	Daysi Rivera	\$ 73.50		CC	Student Book Grant Reimbursement
P0149895	Office Solutions	\$ 3,915.42		CC	Air Purifiers
P0149896	Joanne Wyerman	\$ 34.99		CC	Book Grant Reimbursement
P0149897	Acushnet Company	\$ 749.95		CC	Athletic Balls
P0149898	CSI Fullmer	\$ 19,465.98		AC	Soundproof Barriers Installation
P0149899	Western Graphics Plus	\$ 17,441.75		CC	Graduation Stoles
P0149900	Therese Mosqueda-Ponce	\$ 246.08		CC	Reimbursement for Puente Program Supplies
P0149901	Scantron Corporation	\$ 2,688.00		NOCE	Maintenance Agreement for Scantron Score Machines
P0149902	Atlassian Pty Ltd	\$ 6,450.00		AC	Software Licenses
P0149903	O'Reilly Media Inc	\$ 4,301.00		AC	Online Learning Platform Subscription
P0149904	Sanz Construction Inc	\$ 10,680.00		CC	Concrete Removal & Replacement
P0149923	Sasco Electric	\$ 1,130.00		FC	Data Cabling Services
P0149924	Backflow Apparatus & Valve Co	\$ 5,000.00		FC	Blanket Order for Backflow Device Repairs
P0149925	Sodexo Inc and Affiliates	\$ 145.54		FC	Catering for Media Studies Department Event
P0149926	Amazon Business	\$ 638.74		CC	Instructional or Office Supplies
P0149927	1st California Notary Services	\$ 484.88		NOCE	Instructional Materials
P0149928	Amazon Business	\$ 2,336.96		FC	Instructional Supplies
P0149929	Case & Sons Construction Inc	\$ 33,827.00	Capital Outlay	AC	Labor and Materials to Install New Roll Up Door @ FC
P0149930	Anaheim Place Partners LP	\$ 120,744.00		NOCE	Lease Amendment Agreement B/A: 2/22/22
P0149931	American System Integrators	\$ 2,202.50		NOCE	Equipment Repair
P0149932	Chief Information Systems Officers Association	\$ 300.00		AC	Annual Membership Dues

Item No. 3.a.3



**BOARD RECAP**  
**FOR THE PERIOD FEBRUARY 17, 2022 THROUGH MARCH 16, 2022**  
**BOARD MEETING APRIL 12, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149933	Amazon Business	\$ 2,962.59		FC	Office Supplies
P0149934	Amazon Business	\$ 1,430.17		CC	Office & Classroom Supplies
P0149935	Amazon Business	\$ 344.34		CC	Office Supplies
P0149936	Carolina Biological Supply Co	\$ 1,800.69		CC	Instructional Materials
P0149937	Amazon Business	\$ 48.63		CC	Office Supplies
P0149938	All In One Poster Company Inc	\$ 1,477.21		AC	Mandatory HR Posters
P0149939	Castle Branch Inc	\$ 315.00		CC	Nursing - Immunization Screenings
P0149940	Postmaster - Fullerton	\$ 530.00		AC	Postage Permit Fees
P0149941	Amazon Business	\$ 135.29		CC	Instructional Materials
P0149942	Amazon Business	\$ 779.05		CC	Instructional Supplies
P0149943	Amazon Business	\$ 434.95		CC	Instructional Supplies
P0149945	Constant Contact, Inc	\$ 675.00		NOCE	Email Advertising Service
P0149946	Language Services Associates Inc	\$ 10,000.00		NOCE	Blanket Order for Interpreting Services
P0149948	Amazon Business	\$ 439.62		CC	Instructional Supplies
P0149952	HealthFirst Corporation	\$ 112.78		CC	Dental Emergency Kit Supplies
P0149953	American System Integrators	\$ 1,110.82		NOCE	Security Camera Repair & Rental
P0149954	Amazon Business	\$ 550.95		CC	Instructional Supplies
P0149955	King Van & Storage Inc	\$ 1,750.00		NOCE	Equipment Assembly and Moving Services
P0149956	T S Enterprise Associates Inc	\$ 80,588.40		FC	Construction Program Instructional Equipment
P0149957	MB Painting	\$ 6,000.00	Bond	AC	Patching Wall and Painting FC Instructional Bldg
P0149958	Trane U S Inc	\$ 238,485.00	Capital Outlay	AC	Overhaul Chillers at Anaheim Campus B/A: 2/8/2022
P0149959	Signarama of Anaheim	\$ 142.93		FC	Instructional Art Materials
P0149960	Anaheim Family YMCA	\$ 2,600.00		CC	Blanket Order for Child Care
P0149961	Concordance Healthcare Solutions	\$ 2,198.75		CC	Instructional Materials
P0149963	City of Fullerton	\$ 231.00		FC	False Fire Alarms
P0149965	Language Services Associates Inc	\$ 1,389.34		NOCE	Translation Services
P0149966	A Alvarado Painting	\$ 15,000.00		FC	Blanket Order for painting & construction service
P0149967	Office Solutions	\$ 1,000.00		CC	Blanket Order for Office Supplies
P0149968	Blick Art Materials LLC	\$ 1,486.00		FC	Art Supplies
P0149969	CSI Fullmer	\$ 29,581.79		CC	Furniture for Admissions and Records
P0149970	Full Compass Systems Ltd	\$ 2,269.33		CC	Theatre Supplies
P0149971	The Oak Co	\$ 2,390.00		FC	Fullerton Summer 2022 Schedule Typesetting
P0149973	Amazon Business	\$ 379.28		CC	Instructional Supplies
P0149975	Sodexo Inc and Affiliates	\$ 3,769.99		FC	Hospitality - Childcare Meals
P0149976	Science Interactive Group LLC	\$ 45.84		CC	Instructional Materials
P0149977	Aardvark Clay & Supplies Inc	\$ 838.17		FC	Art Supplies
P0149978	Fisher Scientific Co LLC	\$ 1,726.86		CC	Instructional Materials
P0149979	Blick Art Materials LLC	\$ 328.95		FC	Art Supplies
P0149980	Office Solutions	\$ 500.00		CC	Blanket Order for Office Supplies
P0149981	Buddy's All Stars, Inc.	\$ 1,063.02		FC	Athletic Clothing
P0149982	Amazon Business	\$ 178.31		CC	Books
P0149983	Division of the State Architect	\$ 900.00	Capital Outlay	AC	Filing Fee for FC Notifier System Drawings
P0149984	Integrity Electric	\$ 41,678.00	Capital Outlay	AC	Installation of Additional Electrical Receptacles
P0149985	T S Enterprise Associates Inc	\$ 7,200.00		FC	Maintenance Agreement for 3D Printer
P0149986	Brea/Orange County Plumbing	\$ 9,265.00	Capital Outlay	AC	Repair Sewer at FC Bldg 1000
P0149987	ACCO Engineered Systems Inc	\$ 15,191.00	Capital Outlay	AC	Chilled Water Pipe Repair at FC
P0149988	Access	\$ 540.00	Capital Outlay	CC	Shredding Document Services for CC
P0149989	Schindler Elevator Corporation	\$ 24,849.00	Capital Outlay	AC	Stage Lift Repair at FC Bldg 1300
P0149990	Orange County Air Conditioning	\$ 6,650.00	Capital Outlay	AC	Replacing Motor for Crane & Rigging @ FC Bldg 1100
P0149991	B & H Photo Video Inc	\$ 8,983.90		FC	Photography Supplies
P0149992	VMI Inc	\$ 9,697.50		FC	Media Equipment
P0149993	Amazon Business	\$ 217.06		CC	Instructional Supplies

Item No. 3.a.4

**BOARD RECAP**  
**FOR THE PERIOD FEBRUARY 17, 2022 THROUGH MARCH 16, 2022**  
**BOARD MEETING APRIL 12, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149994	OC Sewing & Vacuum	\$ 700.00		FC	Blanket Order for Instructional Supplies
P0149995	Garuda Promo and Branding Solutions	\$ 4,780.05		FC	Promotional Supplies
P0149996	Artalks Display	\$ 308.31		FC	Banner Stands
P0149997	WMFY We Mail For You	\$ 4,500.00		NOCE	NOCE 2022 Summer Term Class Schedule Mailer
P0149998	Broadcast Music Inc	\$ 3,170.16		CC	Music License Fee
P0149999	Mustafa Nabil	\$ 68.94		CC	Book Grant Reimbursement
P0150000	Jeffrey Samano	\$ 181.79		FC	Speech Tournament Entry Fees Reimbursement
P0150001	CSI Fullmer	\$ 5,092.67		FC	Office Furniture for Administrative Services
P0150002	Pulp Art Surfaces, LLC	\$ 812.93		CC	Art Supplies
P0150003	Full Compass Systems Ltd	\$ 938.77		FC	Lighting Supplies
P0150004	B & H Photo Video Inc	\$ 456.14		FC	Lighting Supplies
P0150005	Clay Planet	\$ 1,245.39		FC	Art Supplies
P0150006	Julia Cupul	\$ 3,675.84		CC	Blanket Order for Child Care
P0150020	Keyboard Concepts	\$ 84,266.99		FC	Music Equipment
P0150034	Timoti's Painting Inc	\$ 8,750.00		FC	Student Sheds Painting Service
P0150035	S&B Foods	\$ 104.85		CC	Food for Student Event
P0150036	Orange County Water District	\$ 51.21		CC	Utilities
P0150037	Orange County Air Conditioning	\$ 4,390.00		AC	Central Plant Exhaust Fan Replacement
P0150039	AAA Electric Motor Sales & Service Inc	\$ 958.98		FC	Facilities Supplies
P0150050	Amazon Business	\$ 160.45		FC	Instructional Supplies
P0150051	Amazon Business	\$ 645.15		FC	Books
P0150052	Vector Resources Inc	\$ 2,730.00		FC	Wireless Network Engineering Support
P0150053	Buddy's All Stars, Inc.	\$ 1,066.40		FC	Athletic Clothing
P0150054	Ran Graphics Inc	\$ 80,115.90		NOCE	Printing 2022 Summer Class Schedule
P0150055	Alexander Brown	\$ 353.53		FC	Reimbursement for Department Supplies
P0150056	Amazon Business	\$ 886.03		FC	Books
P0150057	CLIA Laboratory Program	\$ 180.00		FC	Mandated Clinical Lab Improvement Amendment Fee
P0150058	Orange County Business Council	\$ 2,750.00		AC	Orange County Business Council Dinner Event
P0150059	Maxi Aids Inc	\$ 554.13		FC	Instructional Paper
P0150060	Enthusiast Inc	\$ 500.50		CC	Website License and Storage Fees
P0150062	American Bar Association	\$ 125.00		FC	Software License Fee
P0150063	Integrity Electric	\$ 8,415.00		FC	Electrical Upgrades
P0150064	Orange County Human Relations	\$ 10,500.00		CC	Virtual Classroom Events
P0150065	Avalon Tent & Party Corporation	\$ 9,423.17		CC	Graduation Commencement Rentals
P0150066	B & H Photo Video Inc	\$ 5,000.00		FC	Blanket Order for Instructional Supplies
P0150067	Foothill-De Anza Community College District	\$ 4,080.00		AC	Online Teaching Certificate Fees
P0150068	Gilda Nowparast	\$ 1,800.00		FC	Independent Contractor for Photography
P0150069	Blackhawk Networks Inc	\$ 25,046.00		CC	Student Gas Cards
P0150070	Product Design 7 LLC	\$ 3,298.77		CC	Graduation Sashes
P0150071	Amazon Business	\$ 646.34		CC	Instructional Materials
P0150072	S&B Foods	\$ 959.00		CC	Catering for Poetry Mentor/Mentee Event
P0150073	Amazon Business	\$ 785.98		FC	Covid Supplies
P0150074	Grainger Inc	\$ 5,578.09		CC	Instructional Equipment
P0150075	Buddy's All Stars, Inc.	\$ 827.69		FC	Athletic Clothing
P0150076	Holiday Inn Express	\$ 5,717.68		FC	Hotel Fees for Athletic Event
P0150077	Imelda Diaz	\$ 85.00		FC	Student Membership Reimbursement
P0150078	A Alvarado Painting	\$ 8,160.00	Capital Outlay	CC	Labor and Materials for CC Physical Ed Floors
P0150079	Royal Plywood Co LLC	\$ 4,500.00		CC	Blanket Order for Instructional Supplies
P0150080	The Adult Contemporary Music Research Letter	\$ 330.00		FC	Music Subscription Renewal
P0150082	Strong Lighting	\$ 554.92		FC	Lighting Supplies
P0150083	GST	\$ 469.43		CC	Laptop Computer Chargers
P0150084	Assist Design	\$ 1,578.11		CC	Graduation Sashes

Item No. 3.a.5

**BOARD RECAP**  
**FOR THE PERIOD FEBRUARY 17, 2022 THROUGH MARCH 16, 2022**  
**BOARD MEETING APRIL 12, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150085	Examity Inc	\$ 175.00		FC	Remote Assessments for Students
P0150086	Sasco Electric	\$ 1,335.00		FC	Network Equipment Installation
P0150087	Fullerton Ford	\$ 210.00		CC	Blanket Order for Off-Site Equipment Repairs
P0150088	Fullerton Ford	\$ 605.00		CC	Blanket Order for Vehicle Supplies
P0150089	NMK Corporation	\$ 6,839.05		FC	Network Equipment
P0150090	SoCal Auto & Truck Parts Inc	\$ 210.48		CC	Auto Parts
P0150091	Wurth USA Inc	\$ 774.36		CC	Facilities Supplies
P0150092	Sherwin-Williams Co	\$ 600.00		CC	Blanket Order for Paint Supplies
P0150093	Robert Alvarez	\$ 4,263.48		CC	Blanket Order for Child Care
P0150094	Claudia Delk	\$ 2,624.80		CC	Blanket Order for Child Care
P0150095	Grace Munoz	\$ 5,827.08		CC	Blanket Order for Child Care
P0150096	Agiliti Health Inc	\$ 6,300.00		CC	Blanket Order for Equipment Repairs
P0150097	Celia Mazariegos	\$ 3,475.08		CC	Blanket Order for Child Care
P0150098	Simlat Inc	\$ 39,672.00		FC	Software Subscription
P0150099	Amazon Business	\$ 90.49		FC	Covid Supplies
P0150100	Amazon Business	\$ 160.55		NOCE	Office Supplies
P0150101	Sodexo Inc and Affiliates	\$ 112,687.63		FC	Meal Distribution for Student Food Drive
P0150102	Gemini Bioproducts LLC	\$ 6,206.40		FC	Instructional Lab Supplies
P0150103	Doing Good Works	\$ 26,447.05		FC	Student Supply Kits
P0150104	Censys Technologies Corporation	\$ 6,544.00		FC	Federal Aviation Administration Drone Waiver Application Fee
P0150105	Academic Cap & Gown	\$ 760.54		CC	Graduation Cap and Gowns
P0150106	American Type Culture Collection	\$ 4,371.47		FC	Instructional Supplies
P0150107	B & H Photo Video Inc	\$ 409.04		CC	Theatre Supplies
P0150108	Amazon Business	\$ 70.01		CC	Office Supplies
P0150109	Seranie Ruiz	\$ 915.00		FC	Guest Performer for Cadena Cultural Center
P0150110	eRAD Inc	\$ 2,875.00		CC	Software Upgrade
P0150111	Aardvark Clay & Supplies Inc	\$ 1,379.43		FC	Art Supplies
P0150112	Home Depot	\$ 181.67		FC	Hardware Supplies
P0150113	Nub Games Inc	\$ 330.00		FC	Annual Software Subscription
P0150114	Orange County Human Relations	\$ 3,500.00		CC	Puente Program Virtual Field Trip
P0150116	Bearcom Wireless Worldwide	\$ 2,905.93		NOCE	Safety Supplies
P0150117	Amazon Business	\$ 73.80		CC	Instructional Lab Supplies
P0150118	Hal Leonard Corporation	\$ 539.67		CC	Music Books
P0150119	Nicola Dedmon	\$ 1,055.64		FC	Reimbursement for Instructional Supplies
P0150120	Amazon Business	\$ 544.57		CC	Instructional Supplies
P0150121	Amazon Business	\$ 110.23		CC	Instructional Materials
P0150122	Henry Schein Inc	\$ 1,000.00		CC	Blanket Order for Instructional Supplies, for instructional supplies,
P0150123	Castle Branch Inc	\$ 70.00		CC	Faculty Immunization Tracking Fee
P0150124	Amazon Business	\$ 336.50		CC	Instructional Supplies
P0150125	Frank Harris	\$ 7,500.00		AC	District Diversity Curriculum Workshop Developer
P0150126	Amazon Business	\$ 659.01		FC	Instructional Supplies
P0150128	AAA Electric Motor Sales & Service Inc	\$ 1,018.24		FC	Facilities Supplies
P0150129	American Air Balance Co Inc	\$ 158,950.00	Capital Outlay	AC	CUPCCAA BID #2122-18 AC Air and Water Balance Testing
P0150130	Fullerton Paint and Flooring	\$ 800.00		CC	Blanket Order Paint Supplies
P0150131	National Tire Wholesale	\$ 2,000.00		FC	Blanket Order for Instructional Supplies
P0150132	Orvac Electronics	\$ 1,000.00		FC	Blanket Order for Instructional Supplies
P0150133	VER Sales Inc	\$ 5,450.55		FC	Theatre Supplies
P0150134	AES	\$ 7,465.13		CC	Instructional Equipment
P0150135	Amazon Business	\$ 85.01		CC	Office Supplies
P0150136	Office Solutions	\$ 7,752.82		CC	Air Purifiers
P0150137	Statewide California Electronic Library Consortium Inc	\$ 8.29		FC	Institutional Membership
P0150138	Musician's Friend	\$ 344.80		CC	Microphones

Item No. 3.a.6

**BOARD RECAP**  
**FOR THE PERIOD FEBRUARY 17, 2022 THROUGH MARCH 16, 2022**  
**BOARD MEETING APRIL 12, 2022**

<b>PO</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>FUND</b>	<b>SITE</b>	<b>DESCRIPTION</b>
P0150139	Amazon Business	\$ 734.55		CC	Instructional Supplies
P0150168	BSN Sports LLC	\$ 88.68		FC	Athletic Shoes
P0150169	Toshiba Business Solutions	\$ 10,151.14		AC	Purchase New Copier
P0150170	Pyramed Health Systems	\$ 1,500.00		FC	Software
P0150171	Frank Harris	\$ 13,500.00		NOCE	Diversity & Curriculum Workshop Developer & Trainer
P0150172	Environmental Compliance Products Inc	\$ 74,008.00	Capital Outlay	CC	Haz Mat Storage Building for Cypress College
P0150173	Illuminant Group	\$ 167,113.20	Capital Outlay	AC	Installation of Electric Vehicle Charging Stations B/A: 2/22/2022
P0150174	Amazon Business	\$ 161.35		NOCE	Instructional Materials
P0150175	OC Safety Inc	\$ 990.00		FC	CPR/ First Aid training
P0150176	Gear Connection Inc	\$ 48,623.58		CC	Commencement Equipment Rentals
P0150177	Cherry Audio LLC	\$ 3,750.00		FC	Software Site Licenses
P0150178	Lavender Healing Collective Inc	\$ 1,000.00		FC	Independent Contractor for Speaking Services
P0150180	NACDA	\$ 125.00		CC	Corporate Sponsorship
P0150181	Matter Hackers Inc	\$ 8,692.76		FC	3D Printer
P0150182	Professional Sports Publications Inc	\$ 5,500.00		FC	Advertising Fees
P0150189	B & H Photo Video Inc	\$ 288.50		FC	Laptop Storage Case
P0150190	VMI Inc	\$ 5,791.57		FC	Media Equipment
P0150191	B & H Photo Video Inc	\$ 6,190.24		FC	Digital Cameras
P0150192	Burlington Safety Laboratory of California Inc	\$ 175.00		CC	Rubber Gloves
P0150193	4imprint Inc	\$ 710.18		CC	Promotional Supplies
P0150194	Joint Commission Resources	\$ 3,450.00		CC	Software License
P0150195	CDW Government Inc	\$ 1,881.91		FC	Laptop
P0150196	GST	\$ 871.17		CC	Printer
P0150197	CDW Government Inc	\$ 13,414.70		CC	Software Licenses
P0150198	Pearson VUE	\$ 1,169.45		NOCE	Assessment Forms
P0150199	VWR Funding Inc	\$ 168.26		CC	Instructional Materials
P0150200	Forestry Suppliers Inc	\$ 1,103.88		CC	Instructional Materials
P0150201	CSI Fullmer	\$ 6,436.07		NOCE	Furniture
P0150202	Community College League of California	\$ 200.00		FC	Institutional Membership
P0150204	Southern California Marine Institute	\$ 785.94		CC	Field Trip - Scientific Day Demo Cruise
P0150205	Brandon Baker	\$ 700.00		FC	Guest Performer for Theatre Arts
P0150206	Wesley Perry	\$ 700.00		FC	Guest Performer for Theatre Arts
P0150207	HealthFirst Corporation	\$ 364.94		CC	Medication Supplies
P0150209	LAB Corporation	\$ 37,862.04		CC	Automotive Instructional Equipment

**\$ 2,570,131.63**

Approved by: \_\_\_\_\_  
Fred Williams, Vice Chancellor

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** April 12, 2022

**SUBJECT:** Resolution No. 21/22-18 to Approve  
Contract for Lease of Modular Portable  
Buildings Manufactured by Mobile Kitchens  
U.S.A., Inc.

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

**BACKGROUND:** In March 2021, the State Chancellor’s Office informed the District that the Department of Finance was proposing to accelerate the District’s Water Intrusion Project at the Anaheim Site from 2022-23 to 2021-22. On May 14, 2021, the District was verbally informed that the Water Intrusion Project was included in the 2021-22 May Revise Budget and on July 21, 2021, the project was approved to proceed to the Preliminary Plan Phase.

Due to the scope of work involved in the District’s Water Intrusion project, the first floor of the Anaheim Campus will be required to temporarily vacate, including the Cypress College Hotel, Restaurant, and Culinary Arts (“HRC”) program. The program will be temporarily housed at Cypress College both in existing spaces in the Business Building well as leased modular buildings. The temporary relocation will likely be in use for 18 to 24 months, but will not exceed 36 months. The requirements to temporarily house the culinary program to successfully continue instruction are very specific due to the nature of the program. Typical modular construction and piggyback procurement approaches are not available for this type of temporary housing. The District and College have been working with various manufacturers to find a solution in providing proper temporary kitchen facilities for the culinary arts program. The solution proposed is through Mobile Kitchens U.S.A., Inc. (“MKI”) due to the following reasons:

- 1) Schedule – Units formerly used at Cerritos College are readily available and meet the programmatic needs with only minor
- 2) Cost – Units are already built out (since they were formerly used at Cerritos); therefore, manufacturer doesn’t need to build new units to meet the needs of the program and is able to provide cheaper pricing than other manufacturers.
- 3) Local – MKI is a local manufacturing company (Corona, CA) and the closer proximity allows for lesser transportation costs.

California Public Contract Code Section 20111 requires school districts to advertise publicly for bids for the purchase of goods involving an expenditure that exceeds the current threshold for bidding, which is \$99,100 for the 2022 calendar year. The District’s Purchasing Department has determined that there is no practical value in advertising for and receiving competitive bids for the lease of the modular buildings.

The Resolution has been reviewed by legal counsel, Hugh Lee of Tao Rossini, APC.

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, and Alexander Porter, Vice President of Administrative Services at Cypress College; and Jenney Ho, District Director, Purchasing.

**How does this relate to the five District Strategic Directions?** This item responds to 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; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

**FUNDING SOURCE AND FINANCIAL IMPACT:** This project will be funded by Measure J and the estimated costs are \$1,100,000.

**RECOMMENDATION:** It is recommended that the Board adopt Resolution No. 21/22-18 to approve a Contract for Lease of Modular Portable Buildings Manufactured by Mobile Kitchens U.S.A., Inc. Authorization is further requested for the Vice Chancellor, Finance and Facilities or District Director, purchasing to execute the agreement on behalf of the District.

Fred Williams

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Recommended by

  
Approved for Submittal

3.b.2

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Item No.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



**RESOLUTION NO. 21/22-18 TO APPROVE CONTRACT FOR LEASE OF  
MODULAR PORTABLE BUILDINGS MANUFACTURED BY MOBILE KITCHENS  
U.S.A., INC.**

**WHEREAS**, the North Orange County Community College District (“District”) has determined it is necessary to lease modular portable buildings for the temporary relocation of Cypress College’s Culinary Arts program from Anaheim while the building undergoes required repairs;

**WHEREAS**, District staff and faculty have determined that the Modular Kitchen Buildings (“Units”) available for lease from Mobile Kitchens U.S.A., Inc. (“MKI”) best meet the needs and requirements to provide comprehensive and efficient instruction and training to students during this temporary relocation to Cypress College;

**WHEREAS**, the District’s Board of Trustees (“Board”) has determined that the leased Units are necessary due to specific features and other factors including, but not limited to, those set forth in Exhibit “A” attached hereto;

**WHEREAS**, the District’s Board has determined that it would work an incongruity and not produce any advantage to competitively bid the lease procurement of the Units; and

**WHEREAS**, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

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

**Section 1.** All of the recitals set forth above are true and correct and the Board so finds and determines.

**Section 2.** The Board hereby finds and determines that the lease of the Units is required and necessary based on the factors set forth above and herein, and that it would work an incongruity and not produce any advantage to competitively bid the lease procurement of the Units since MKI is the only manufacturer with the units readily available.

**Section 3.** The Board hereby approves the lease procurement of the Units as specified herein.

**Section 4.** The Board hereby delegates authority to the District Director, Purchasing, to execute and deliver any and all documents which he or she may deem necessary or advisable in order to execute this transaction and otherwise carry out, give effect to and comply with the terms and intent of this Resolution.

**Section 5.** This Resolution shall be effective as of the date of its adoption.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 12th day of April, 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

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

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

I, Evangelina Rosales, 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 12th day of April, 2022, 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 12th day of April, 2022.

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



**EXHIBIT “A”**

**Factors and Criteria to Support Lease Procurement of the Modular Kitchen Units (“Units”) from Mobile Kitchens U.S.A., Inc. (“MKI”):**

1. Planned Units to lease from MKI (subject to change):
  - a. (4) 12X60 modular units for the culinary arts/baking laboratory;
  - b. (1) 8X48 modular unit for the walk-in refrigerator/freezer;
  - c. (1) 8X48 modular unit for the walk-in dry storage; and
  - d. (1) above ground grease trap.
2. Units do not have an existing piggyback contract available in accordance with PCC Section 20661 nor has the District been able to find viable piggyback contracts from other manufacturers with kitchen modular units readily available.
3. Unlike other manufacturers:
  - a. Local – MKI is a local company from Corona, CA and the closer proximity allows for lesser transportation costs.
  - b. Available to Lease – MKI already has the culinary arts lab, refrigeration/freezer, and dry storage units built and ready to lease. The buildings were previously built and utilized at Cerritos College in 2014 for their interim housing project. In addition, MKI installed temporary culinary arts facilities at Orange Coast Community College.
  - c. Schedule – the installation schedule is greatly reduced since the Units are already built and only minor modification to the units by MKI is required prior to placing on site.
  - d. Cost – cost is greatly reduced since the Units are existing and are not required to be custom built or “built-to-suit” to meet the programmatic requirements. Estimated costs for these Units vs. other manufacturers are (including leasing for a 24-month period, equipment, transportation, install/delivery, and dismantle/pickup):

<b>Company</b>	<b>Estimated Total Lease Cost</b>	<b>Estimated Cost/Month <i>(assuming 24 months)</i></b>
MKI	\$1,100,000	\$45,833/mo
Kitchens to Go	\$2,059,316	\$85,805/mo

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
Resolution                       
**DATE:** April 12, 2022 Information                       
Enclosure(s)                       
**SUBJECT:** Amend the Project Management  
Consultant Agreement with MAAS  
Companies for Added Program Support

**BACKGROUND:** On September 9, 2020, SB 115 was signed by Governor Newsom to jumpstart state construction projects. As a result, funding for Fullerton College’s Music/Drama Complex became available a year earlier than originally planned. Additional support was needed in order to manage the accelerated architect selection and design process, historic contractor prequalification, and M&O and Chapman/Newell Instructional Building coordination while the campus staff capital projects team continued to manage the ongoing construction of the Instructional Building and Central Plant and bidding for construction of the 300 Renovation.

On October 13, 2020, the Board approved a Project Management consultant agreement with MAAS Companies (MAAS) to support the expedited funding for the state supported Music/Drama Complex at an hourly rate of \$162 for an amount of \$185,000. As the 300 building, Chapman Newell, and M&O building designs are ongoing and the Instructional Building continues close-out, it is recommended that the agreement be amended from \$185,000 to \$380,000 and the term end when the project is complete.

This agenda item was submitted by Rodrigo Garcia, District Director, Vice President, Administrative Services Fullerton College

**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 submitted in accordance with Board Policy 6340, Contracts.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The additional project management fee at an hourly rate of \$162 to be paid to MAAS Companies shall be paid from State Capital Outlay and Bond Funds.

**RECOMMENDATION:** Authorization is requested to amend the Project Management consultant agreement with MAAS Companies for added program support on the Music/Drama Complex and increase the contract from \$185,000 to \$380,000 until project completion. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the amended agreement on behalf of the District.

Fred Williams

Recommended by

  
Approved for Submittal

3.c

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	
<b>DATE:</b>	April 12, 2022	Information	
		Enclosure(s)	
<b>SUBJECT:</b>	Award Bid #2122-21, Fullerton College Sherbeck Field Improvement Project		

**BACKGROUND:** The Fullerton College Sherbeck Field Improvements will include site work, utilities, and athletics storage to coordinate with procurement and installation of bleachers.

On February 28, 2022, the Purchasing Department received four bids for the Fullerton College Sherbeck Field Improvement Project. The lowest responsive and responsible bidder was Woodcliff Corporation in the amount of \$3,570,000 including \$20,000 allowance. The project was estimated at \$4,400,000. Below is the bid summary.

Company	Base Bid	Allowance	Total
Woodcliff Corporation	\$3,550,000	\$20,000	\$3,570,000
Neman Midland Corp	\$4,312,555	\$20,000	\$4,332,555
RT Contractor Corp	\$4,350,000	\$20,000	\$4,370,000
Dalke & Sons Construction, Inc.	\$4,374,480	\$20,000	\$4,394,480

Construction will begin 90 days after notice to award and the project will be complete February 2023. Any construction activities that may be disruptive to campus operations must first be approved by a campus representative.

This agenda item was submitted by Oscar Saghieh, Fullerton College Project Manager and Jenney Ho, District Director, Purchasing.

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding for this project will come from Capital Outlay Funds.

**RECOMMENDATION:** Authorization is requested to award Bid #2122-21, Fullerton College Sherbeck Field Improvement Project to Woodcliff Corporation as the lowest overall responsive and responsible bidder in the amount of \$3,550,000 plus \$20,000 allowance. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the contract on behalf of the District.

Fred Williams

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Recommended by

*B. V. dist Bredm*

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Approved for Submittal

3.d.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	X
<b>DATE:</b>	April 12, 2022	Information	
		Enclosure(s)	
<b>SUBJECT:</b>	Approved Resolution No. 21/22-19 to award Informal Bid #2122-17, Fullerton College Building 1200 – Domestic Water Heater Replacement Project		

**BACKGROUND:** The boilers that provide hot water to 1200 building locker room showers are failing. The boilers are in the basement of the 1200 building. The boilers cannot be replaced through existing access points because of their size. This project includes installing a new lift hatch which allows easy access to the basement space and replacement of the boilers.

On November 22, 2021, the Purchasing Department received two informal bids for the Fullerton College Building 1200 – Domestic Water Heater Replacement project. Informal bidding procedures are used by direct bid solicitation to pre-approved qualified contractors when the estimated value of a project is in the amount of \$200,000 or less.

Public Contract Code section 22034(d) states that if all bids received are in excess of two hundred thousand dollars (\$200,000), the governing body of the public agency may, by adoption of a resolution by a four-fifths vote, award the contract, at two hundred twelve thousand five hundred dollars (\$212,500) or less, to the lowest responsible bidder, if it determines the cost estimate of the public agency was reasonable.

The engineer estimated the cost of the project was less than \$200,000 prior to issuing requests for informal bids. The informal bids received by the District exceeded \$200,000 including \$20,000 allowance with the lowest responsive responsible bidder being Pro-Craft Construction, Inc. Pro-Craft has agreed to accept a contract in the total amount of \$212,500, inclusive of \$20,000 allowance.

Below is the bid summary.

COMPANY	BASE BID	ALLOWANCE	TOTAL
Pro-Craft Construction, Inc.	\$197,000	\$20,000	\$217,000
Plumbing, Piping & Construction, Inc.	\$206,900	\$20,000	\$226,900

This agenda item was submitted by Larry Lara, Fullerton College Director, Physical Plant/Facilities, and Jenney Ho, District Director, Purchasing.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared

vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding for this project will come from Campus Capital Outlay Funds.

**RECOMMENDATION:** Authorization is requested to approve Resolution No. 21/22-19 to award Informal Bid #2122-17, Fullerton College Building 1200 – Domestic Water Heater Replacement Project to Pro-Craft Construction, Inc. in the amount of \$212,500 including \$20,000 allowance. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the contract on behalf of the District.

Fred Williams

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Recommended by

*B. V. dist Bredm*

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Approved for Submittal

3.e.2

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Item No.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



**AWARD INFORMAL BID #2122-17, FOR THE FULLERTON COLLEGE BUILDING  
1200, DOMESTIC WATER HEATER REPLACEMENT PROJECT TO PRO-CRAFT  
CONSTRUCTION, INC.**

**RESOLUTION NO. 21/22-19**

**WHEREAS**, the North Orange County Community College District (“District”) provided notice and issued requests for informal bids pursuant to Public Contract Code sections 22032 and 22034 for the Fullerton College Building 1200, Domestic Water Heater Replacement Project (“Project”);

**WHEREAS**, District staff and consultants estimated that the cost of the Project would be less than \$200,000 prior to issuing requests for informal bids and determined that this estimate was reasonable;

**WHEREAS**, all informal bids received by the District exceeded \$200,000, with the lowest responsive responsible bidder being Pro-Craft Construction, Inc. (“Pro-Craft”);

**WHEREAS**, Pro-Craft has agreed to accept a contract in the total amount of \$212,500, inclusive of the required allowance; and

**WHEREAS**, Public Contract Code section 22034 states that the governing body of the public agency may, by adoption of a resolution by a four-fifths vote, award a contract, at \$212,500 or less, to the lowest responsible bidder, if it determines the cost estimate of the public agency was reasonable.

**NOW, THEREFORE**, the District’s Board of Trustees (“Board”) hereby finds, determines, declares and resolves as follows:

**Section 1.** All of the recitals set forth above are true and correct and the Board so finds and determines.

**Section 2.** The Board hereby finds and determines that the initial estimate for the Project being less than \$200,000 was reasonable.

**Section 3.** The Board hereby approves a contract to Pro-Craft for the Project in the total amount of \$212,500.

**Section 4.** The Board hereby delegates authority to the District Director, Purchasing, to execute and deliver any and all documents which he or she may deem necessary or advisable in order to execute this transaction and otherwise carry out, give effect to and comply with the terms and intent of this Resolution.

**Section 5.** This Resolution shall be effective as of the date of its adoption.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the North Orange County Community College District this 12th day of April, 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

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

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

I, Evangelina Rosales, 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 12th day of April, 2022, 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 12th day of April, 2022.

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



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** April 12, 2022 Resolution             
Information             
**SUBJECT:** Cloud Migration – Amend AWS Contract Enclosure(s)           

**BACKGROUND:** In 2019 District Information Services began the process of migrating our existing on-premises servers and applications to Amazon Web Services (AWS) as a part of adopting a cloud first strategy to improve agility and provide better resilience and performance for enterprise applications such as Banner. AWS costs are operational expenditures that are billed monthly depending on the demand and scale of the services utilized. District Information Services has been steadily increasing our reliance on AWS services and will continue to look for opportunities to take advantage of cloud services instead of investing in new hardware and data center maintenance contracts.

In fiscal year 2019/2020 a Purchase Order was approved for \$50,000 with some of these funds being carried over to 2020/2021 and a new Purchase Order was added to increase the amount to \$100,000. In fiscal year 2021/2022 a new Purchase Order was approved to cover AWS costs for the year at \$100,000.

AWS is now being used extensively by District Information Services to provide services to students and staff, including costs associated with the COVID mandate and changes to the District’s security posture due to recent security incidents. This has led to an increase in monthly spending and a lack of funds to finish out the fiscal year.

This request is to add more funds to our existing AWS contract to meet this shortfall for fiscal year 2021/2022. An additional, \$100,000 is requested to ensure AWS services are not disrupted and District Information Services can continue to migrate our existing services to the cloud.

This agenda item was submitted by Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology, in consultation with Geoff Hurst, District Director, Enterprise IT Applications Support and Development

**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 agenda item is submitted in accordance with Board Policy 3720, Computer and Electronic Communications Systems.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding for this project is from general funds.

**RECOMMENDATION:** Authorization is requested to amend the contract with Amazon Web Services to increase the amount by \$100,000 from \$100,000 to \$200,000. Authorization is further requested for the Vice Chancellor, Finance and Facilities, District Director, Fiscal Affairs, or the District Director, Purchasing, to execute any agreement and related documents on behalf of the District.

Fred Williams

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Recommended by

*B. V. dist Bredm*

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Approved for Submittal

3.f.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** April 12, 2022 Resolution             
Information             
**SUBJECT:** Donation – Thinking Cap Central Enclosure(s)           

**BACKGROUND:** Thinking Cap Central has donated 200 acrylic portable sneeze guards/protective shields to the District. The guards are designed to provide physical separation and help maintain social distancing. The guards act as a physical barrier to help stop the spread of germs, providing a safer environment for our staff and students.

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

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction 4) Collective Impact and 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 3820, Gifts and Donations.

**FUNDING SOURCE AND FINANCIAL IMPACT:** None.

**RECOMMENDATION:** Authorization is requested for the District to accept 200 sneeze guards/protective shields from Thinking Cap Central.

Fred Williams

Recommended by

  
Approved for Submittal

3.g

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	April 12, 2022	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Amendment to NOCCCD & AUHSD Dual Enrollment CCAP Agreement 2021-2024	Enclosure(s)	<u>    X    </u>

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

As of April 26, 2022, the CCAP agreement between NOCCCD – Cypress College and Anaheim Union High School District (AUHSD) will be amended by the addition of one new educational program in Aviation Travel Careers and expanding the existing Public Health, Cybersecurity and IGETC Transfer educational programs with AUHSD. This amendment was created in response to a request received from AUHSD regarding expanding course offerings within the educational programs listed above. This change is limited to the addition of one new educational program in Aviation Travel Careers and expanding the existing Public Health, Cybersecurity and IGETC Transfer educational programs. The entire remainder of the original agreement remains in full force.

This agenda item was prepared by Stephanie Teer, Director, Educational Partnerships and Dual Enrollment and Sandra Rocha, Special Projects Coordinator, Educational Partnerships and Dual Enrollment.

**How does this relate to the five District Strategic Directions?**

This item responds to District Strategic Direction 1: The District will provide comprehensive support, equitable opportunities, cocurricular programming, and clear pathways to ensure that students achieve their educational and career goals. This amendment will allow for twenty-three additional course offerings that will provide students with the opportunity to progress towards completion of a Cypress College certificate and/or degree within the Aviation Travel Careers, Public Health, IGETC transfer, and Cybersecurity educational programs. This item also responds to District Strategic Direction 4: The District will develop and sustain collaborative projects and partnerships with educational institutions, community based organizations, and businesses to create positive change in the region. This amendment will further develop the collaborative educational partnership that exists between NOCCCD and AUHSD and contribute to the available workforce in technology, public health, aviation and travel for the region.

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

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

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

Cherry Li-Bugg

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Recommended by

*B. V. Dipt Bredel*

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Approved for Submittal

4.a.2

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Item No.

**ADDENDUM A**

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

As of April 26, 2022, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Cypress College and Fullerton College (“COLLEGE”), colleges of the North Orange County Community College District (NOCCCD), and Anaheim Union High School District (“SCHOOL DISTRICT”) will be amended by adding one new educational program in Aviation Travel Careers and expanding the existing Public Health, Cybersecurity and IGETC Transfer educational programs (ADDENDUM A).

This change is only the addition of one new educational program in Aviation Travel Careers and expanding the existing Public Health, Cybersecurity and IGETC Transfer educational programs. The entire remainder of the original agreement remains in full force.

This amendment may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on \_\_\_\_\_,

By: \_\_\_\_\_  
Anaheim Union High School District  
Dr. Jaron Fried  
Assistant Superintendent, Education Services

By: \_\_\_\_\_  
Cypress College  
Dr. Joanna Schilling  
President

By: \_\_\_\_\_  
North Orange County Community College District  
Cherry Li-Bugg, Ph.D.  
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meeting: *April 26, 2022, May 10, 2022*  
School District Board Meeting: *June 16, 2022, July 16, 2022*

1. **CCAP AGREEMENT PROGRAM YEAR** – college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor; and employer of record.

**PROGRAM YEAR: 2021-2024**

**COLLEGE: Cypress College**

EDUCATIONAL PROGRAMS: Aviation Travel Careers (CTE), Cybersecurity (Business & CIS), Public Health (Kinesiology) and IGTEC Transfer (Language Arts, Fine Arts, SEM)

SCHOOL DISTRICT **Anaheim Union High School District**

HIGH SCHOOLS: **Cambridge Virtual Academy, Cypress, Kennedy, Magnolia, Oxford Academy, Savanna, Western, Gilbert**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 200				TOTAL PROJECTED FTES: 20		
COURSE	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
ATC 101	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 102	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 112	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 132	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 160	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 161	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 174	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 183	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS

ATC 196	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ATC 274	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
CIS 150	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
ENGL 101	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
MATH 115	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
MATH 120	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
PHS 280	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
PHS 284	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
PHS 281	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS
PHS 295	Fall, Spring, Summer	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

The courses have been offered previously to college bound high school students to support a successful transition into college level coursework and improve matriculation.

**2. BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.



**CYPRESS COLLEGE:**

<b>COURSE NAME</b>	<b>TEXT</b>	<b>COST</b>	<b>OTHER INSTRUCTIONAL ITEMS</b>	<b>COST</b>
ATC 101	TBD	TBD	TBD	TBD
ATC 102	TBD	TBD	TBD	TBD
ATC 112	TBD	TBD	TBD	TBD
ATC 132	TBD	TBD	TBD	TBD
ATC 160	TBD	TBD	TBD	TBD
ATC 161	TBD	TBD	TBD	TBD
ATC 174	TBD	TBD	TBD	TBD
ATC 183	TBD	TBD	TBD	TBD
ATC 196	TBD	TBD	TBD	TBD
ATC 274	TBD	TBD	TBD	TBD
CIS 150	TBD	TBD	TBD	TBD
ENG 101	TBD	TBD	TBD	TBD
MATH 115	TBD	TBD	TBD	TBD
MATH 120	TBD	TBD	TBD	TBD

PHS 280	TBD	TBD	TBD	TBD
PHS 284	TBD	TBD	TBD	TBD
PHS 281	TBD	TBD	TBD	TBD
PHS 295	TBD	TBD	TBD	TBD

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
Resolution             
**DATE:** April 12, 2022 Information             
Enclosure(s)     X      
**SUBJECT:** Cypress College  
Curriculum Matters

**BACKGROUND:** The divisions and the Curriculum Committee at Cypress College and the District Curriculum Coordinating Committee have approved the attached summary of new curriculum and curriculum revisions.

The Educational Master Plan has indicated that "instructional programs need to be continually reviewed as to viability and priority" and the curriculum "needs to provide state-of-the-art training in vocational programs." The assessment process, mandated by the state, provides several reasons for the proposed curricular changes: (1) to meet changing employment requirements, as per the recommendations of both the faculty and advisory committees; (2) to expand and streamline certificate programs in keeping with state mandates; (3) to provide meaningful categorization of Faculty Service Areas; (4) to provide specific courses to meet student needs; (5) to restructure programmatic curricula; (6) to provide greater consistency between Cypress and Fullerton courses; and (7) to eliminate courses that either are no longer critical or that have been subsumed into other curricular offerings.

All curricula are submitted to the President's Office for review and approval prior to submission to the District Curriculum Coordinating Committee. This agenda item is submitted by Silvie Grote, Chair of the Cypress College Curriculum Committee.

**How does this relate to the five District Strategic Directions?** This item responds 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. More specifically, Goal 1.1: The District will guide students to successfully navigate pathways for completion and lifelong learning.

**How does this relate to Board Policy:** This item is in compliance with Board Policy 4020, Program and Curriculum Development.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Campus General Fund.

**RECOMMENDATION:** It is recommended that the Board approve the attached summary of curriculum changes for Cypress College, to be effective Spring 2022 and Fall 2022. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg  
Recommended by

  
Approved for Submittal

4.b.1  
Item No.

# CYPRESS COLLEGE CURRICULUM

## Board Agenda

**April 12, 2022**

**(DCCC approved March 11, 2022)**

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
BUS 199 C Management Independent Study Units: .5-2 Lecture: 0 Laboratory: 1.5-6	*Add Distance Education: Fully and Hybrid *Change lecture hours from .50-2 to 0 *Change lab hours from 0 to 1.50-6 *Update student contact hours from 9-36 to 27-108 *Update outside of class hours from 18-72 to 0.	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2022 Fall	Adding Distance Education (fully and partially), previously board approved 6/8/2021, effective Fall 2022. Change lecture hours from .50-2 to 0 and lab hours from 0 to 1.50-6. Update student contact hours from 9-36 to 27-108 and update outside of class hours from 18-72 to 0, previously board approved 6/8/2021
THEA 148 C Production Techniques I Units: .5-3 Lecture: 0 Laboratory: 1.5-9	*TOP Code: 1006.00 *SAM Code: C Clearly Occupational	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	TOP Code remains the same-1006.00 -SAM Code is correct (C-Occupational), previously board approved 1/25/2022
THEA 234 C Rehearsal Performance III Units: 2-3 Lecture: 0 Laboratory: 6-9	*TOP Code: 1006.00 *SAM Code: C Clearly Occupational	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	SAM Code reverts back to C-Occupational and TOP Code reverts back to 1006.00, previously board approved 1/25/2022
THEA 238 C Rehearsal Performance IV Units: 2-3 Lecture: 0 Laboratory: 6-9	*TOP Code: 1006.00 *SAM Code: C Clearly Occupational	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	SAM Code reverts back to C-Occupational and TOP Code reverts back to 1006.00, previously board approved 1/25/2022

**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION																																																						
Education	<p><b>Elementary Teacher Education Associate in Arts Degree for Transfer (AA-T)</b>                      This curriculum is designed to provide an opportunity for the Elementary Teacher Education major to achieve an Associate in Arts in Elementary Teacher Education for Transfer (AA-T in Elementary Teacher Education) which completes the first and second year requirements for transfer to a four-year public California institution. While at least a baccalaureate degree is recommended preparation for those considering professional careers, completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for further academic study through upper-division course work. This curriculum specifically prepares the prospective transfer student for upper division coursework in Elementary Teacher Education or a similar major at a California State University (CSU) campus. Students should consult a counselor, the Transfer Center and the catalog of the transfer college or university to plan a specific program of study to meet the college or university's requirements. Note: Courses that fulfill major requirements for an Associate Degree for Transfer at Cypress College might not be the same as those required for completing the major at all transfer institutions offering a Baccalaureate Degree. The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The AA-T is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T) are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept the AA-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements. Students with a degree in Elementary Teacher Education may pursue a career as a teacher in elementary education. To earn an AA-T in Elementary Teacher Education students must complete the following requirements: (1) a minimum of 50-51 semester units or 75-76.5 quarter units in the major or area of emphasis as determined by the community college district, (2) earn a grade of C or better in all courses required for the major or area of emphasis, P (Pass) grade is an acceptable grade for a course in the major only if the P is defined to be equivalent to a C or better (3) the California State University General Education Breadth requirements (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern, (4) 60 semester or 90 quarter CSU-transferable units, and (5) obtainment of a minimum grade point average (GPA) of 2.0.</p> <p><b>Required Core Courses (44 Units)</b></p> <table border="1" data-bbox="329 1346 1032 1894"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>EDU200 C</td> <td>Elementary School Teaching</td> <td>3</td> </tr> <tr> <td>GEOL105 C</td> <td>Earth Science for Teachers</td> <td>4</td> </tr> <tr> <td>COMM100 C</td> <td>Human Communication</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>COMM100HC</td> <td>Honors Human Communication</td> <td>3</td> </tr> <tr> <td>ENGL100 C</td> <td>College Writing</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ENGL100HC</td> <td>Honors College Writing</td> <td>4</td> </tr> <tr> <td>CHEM104 C</td> <td>Physical Science for Teachers</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>PHSC104 C</td> <td>Physical Science for Teachers</td> <td>4</td> </tr> <tr> <td>BIOL101 C</td> <td>General Biology</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL101HC</td> <td>Honors General Biology</td> <td>4</td> </tr> <tr> <td>MATH110 C</td> <td>Math for Prospective Teachers</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MATH 110PC</td> <td>Math for Prospective Teachers</td> <td>4</td> </tr> </tbody> </table>			Units	EDU200 C	Elementary School Teaching	3	GEOL105 C	Earth Science for Teachers	4	COMM100 C	Human Communication	3		or		COMM100HC	Honors Human Communication	3	ENGL100 C	College Writing	4		or		ENGL100HC	Honors College Writing	4	CHEM104 C	Physical Science for Teachers	4		or		PHSC104 C	Physical Science for Teachers	4	BIOL101 C	General Biology	4		or		BIOL101HC	Honors General Biology	4	MATH110 C	Math for Prospective Teachers	4		or		MATH 110PC	Math for Prospective Teachers	4	2022 Spring	Program revision to include, removal of KIN 231 C, add MATH 110 PC, PHS 284 C, PHS 296 C for an effective term of Spring 2022, previously board approved 12/15/2020.
		Units																																																							
EDU200 C	Elementary School Teaching	3																																																							
GEOL105 C	Earth Science for Teachers	4																																																							
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MATH110 C	Math for Prospective Teachers	4																																																							
	or																																																								
MATH 110PC	Math for Prospective Teachers	4																																																							

**REVISED DEGREES/CERTIFICATES**

DEGREE			EFF DATE	JUSTIFICATION
HIST112 C	World Civilizations I	3		
	or			
HIST112HC	Honors World Civilizations I	3		
ENGL102 C	Introduction to Literature	3		
	or			
ENGL102HC	Honors Introduction to Literature	3		
GEOG100 C	World Geography	3		
	or			
GEOG100HC	Honors World Geography	3		
HIST170 C	History of the United States I	3		
	or			
HIST170HC	Honors History of the United States I	3		
POSC100 C	United States Government	3		
	or			
POSC100HC	Honors United States Government	3		
PSY145 C	Child Psychology	3		
	<b>List A (Select One of: Meets A3 CSU GE)</b>			
		Units		
ENGL103 C	Critical Reasoning and Writing	4		
	or			
ENGL103HC	Honors Critical Reasoning and Writing	4		
ENGL104 C	Critical Analysis and Literature	4		
	or			
ENGL104HC	Honors Critical Analysis and Literature	4		
PHIL172 C	Critical Thinking and Writing	3		
	<b>List B (Select One or Any Course Not Taken in List A)</b>			
		Units		
ART110 C	Introduction to Art	3		
MUS116 C	Music Appreciation	3		
THEA100 C	Introduction to the Theater	3		
PHS 284 C	Contemporary Personal Health	3		
PHS 296 C	Whole Systems Integrative Health	3		
	<b>*Students should meet with an Elementary Teacher Education Counselor to choose recommended elective courses'</b>			
	Total Units	50 - 51		

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>          X          </u>
		Resolution	<u>                          </u>
<b>DATE:</b>	April 12, 2022	Information	<u>                          </u>
		Enclosure(s)	<u>                          X          </u>
<b>SUBJECT:</b>	Fullerton College Curriculum Matters		

**BACKGROUND:** The Office of Instruction and the Curriculum Committee at Fullerton College and the District Curriculum Coordinating Committee have approved the attached summary of curriculum changes. All changes serve the mission of Fullerton College and are within the allocated budget for staff and facilities.

The Educational Master Plan has indicated that "instructional programs need to be continually reviewed as to viability and priority" and the curriculum "needs to provide state-of-the-art training in vocational programs." The assessment process, mandated by the state, provides several reasons for the proposed curricular changes: (1) to meet changing employment requirements, as per the recommendations of both the faculty and advisory committees; (2) to expand and streamline certificate programs in keeping with state mandates; (3) to provide meaningful categorization of Faculty Service Areas; (4) to provide specific courses to meet student needs; (5) to restructure programmatic curricula; and (6) to eliminate courses that either are no longer critical or that have been subsumed into other curricular offerings.

All curricula are submitted to the President's Office for review prior to submission to the District Curriculum Coordinating Committee.

This agenda item is submitted by John Ison, Fullerton College Curriculum Committee Chair and Dr. José Ramón Núñez, Vice President, Instruction.

**How does this relate to the five District Strategic Directions?** This item responds 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. More specifically, Goal 1.1: The District will guide students to successfully navigate pathways for completion and lifelong learning.

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

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

**RECOMMENDATION:** It is recommended that the Board approve the attached summary of curriculum changes for Fullerton College, to be effective Fall 2022 and Fall 2023. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

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Cherry Li-Bugg  
Recommended by

  
Approved for Submittal

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4.c.2  
Item No.





**Board of Trustees**  
**Agenda Attachment**  
**Fullerton College Curriculum**

**April 12, 2022 | DCCC Approved on March 11, 2022**

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ASL 101 F American Sign Language I  Units: 4 Lecture: 4 Laboratory: 1	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Classroom size of 30 students will accommodate the recommended semi-circular seating arrangement. Requires three writing assignments using advanced analytical and critical thinking skills, including a term paper, responses to assigned reading, and a cultural experience paper. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	New course. As many as 500,000 people live in the United States who use American Sign Language (ASL). ASL is the third most used language in the United States. This course provides students with a beginning level of receptive and expressive ASL skills and Deaf culture. Many 4-year colleges across the country, including several CSU schools, offer degrees in Deaf Studies or Interpreting. This course will allow students to complete those program requirements before transferring to a 4-year institution. This course is being proposed to fulfill general education requirements for AA GE, CSU GE, and IGETC.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ASL 102 F American Sign Language II  Units: 4 Lecture: 4 Laboratory: 1	Prerequisite: <ul style="list-style-type: none"> <li>ASL 101 F</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	New Course. This transfer-level course is the second of four ASL language classes, part of a developing new American Sign Language program at Fullerton College.
ASL 203 F American Sign Language III  Units: 4 Lecture: 4 Laboratory: 1	Prerequisite: <ul style="list-style-type: none"> <li>ASL 102 F</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	New course. This course is part of newly proposed American Sign Language curriculum at Fullerton College. This course is the third of four transfer-level ASL language courses.
ASL 204 F American Sign Language IV  Units: 4 Lecture: 4 Laboratory: 1	Prerequisite: <ul style="list-style-type: none"> <li>ASL 203 F</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	New course. This course is part of newly proposed American Sign Language curriculum at Fullerton College. This transfer-level course is the fourth class in a four-semester ASL language sequence.
ASL 206 F American Deaf Cultures  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	New course. This course is part of newly proposed American Sign Language curriculum at Fullerton College. This course is proposed for transfer.

NEW COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CISG 103 F History of Video Games  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> </ul> GE: Associate Degree General Education Requirements Area C1: Arts and Humanities - Visual Arts, Music, Theatre and Dance	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	New course in the video game development program.
ENGL 256 F Introduction to Queer Literature  Units: 3 Lecture: 3 Laboratory: 0	Prerequisite: <ul style="list-style-type: none"> <li>ENGL 100 F or</li> <li>ENGL 100HF or</li> <li>ENGL 101 F or</li> <li>ENGL 110 F</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	New course proposal, intended to address the need for antiracist, diverse and inclusive curricula. This transfer-level course is an introduction to texts by writers who identify as Lesbian, Gay, Bisexual, Transgender, Queer, and/or other sexual and gender expressions.
ETHS 162 F Introduction to Federal Indian Law and Policy  Units: 3 Lecture: 3 Laboratory:0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> </ul> GE: Associate Degree General Education Requirements Area D1: Social and Behavioral Sciences - Social, Political and Economic Institutions	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	New course for the American Indian and Indigenous Studies AA degree, in anticipation of the forthcoming AA-T in Ethnic Studies: American Indian Studies. This transfer-level course will also be an elective in other Ethnic Studies AA degrees.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CDES 116 F Art Education in Early Childhood  Units: 2 Lecture: 2 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Catalog Description Update</li> <li>Schedule Description Update</li> </ul>	20	The majority of the time, students are engaged in practicing the skills they are learning, and the instructor gives each student individual instruction as the class proceeds. Students are	2023 Fall	Revised course. Under basic course information we added the following due to a state mandate: Senate Bill 792 requires

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>Textbooks</li> <li>Add Distance Education(hybrid)</li> </ul>		interacting, engaging, and communicating with young children at the CDES Lab School, while the instructor provides extensive individualized feedback/evaluation on a regular basis (i.e., problem sets, scientific experiments, inquiry-based, vocational skills, and curriculum planning). The instructor supervises students at the CDES Lab school, as they proceed in their work with young children and answers questions, providing extensive individualized feedback/evaluation on a regular basis.		proof of current immunizations for Measles, Pertussis, and Influenza (optional), as well as a negative TB test to participate in this course.
CDES 118 F Science and Math Education in Early Childhood  Units: 2 Lecture: 2 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Add Distance Education(hybrid)</li> <li>Catalog Description Update</li> <li>Schedule Description Update</li> <li>Textbooks</li> </ul>	20	The majority of the time, students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds. Students are interacting, engaging, and communicating with young children at the CDES Lab School, while the instructor provides extensive individualized feedback/evaluation on a regular basis (i.e., problem sets, scientific experiments, inquiry-based, vocational skills, and curriculum planning). The instructor supervises students at the CDES Lab school, as they proceed in their work with young children and answers questions, providing extensive individualized	2023 Fall	Revised course. Under basic course information we added the following due to a state mandate: Senate Bill 792 requires proof of current immunizations for Measles, Pertussis, and Influenza (optional), as well as a negative TB test to participate in this course.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			feedback/evaluation on a regular basis.		
CDES 120 F Child Development  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• IGETC Addition</li> <li>• Textbooks</li> </ul> GE: Associate Degree General Education Requirements Area D2: Social and Behavioral Sciences - Social Behavior and Self-Understanding	40	The primary modes of instruction are lecture and small group learning. Evaluation is through objective exams and writing assignments that are assessed for critical thinking, conceptual understanding, structure and mechanics.	2023 Fall	Revised course proposed for IGETC transfer.
COUN 071 F Adaptive Computer Access  Units: 1-2 Lecture: .5 Laboratory: 1.5-4.5	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> <li>• Advisory Deletion</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Hours (WSCH Lecture and/or Lab)</li> <li>• Remove Distance Education(online)</li> <li>• Schedule Description Update</li> <li>• Six-Year Review</li> <li>• Textbooks</li> <li>• Unit Revision</li> </ul>	20	For this course, specialized instruction is provided in the Adaptive Computer Lab (ACL) in the form of small group lecture and hands on skill building with software, technology, basic skills, and learning and study skills. To provide maximum benefit to students, the instruction also includes time and labor-intensive individualized instruction to meet individual student needs as each student is working at a different pace, on different learning goals.	2023 Fall	Six-Year Review. Textbooks.
COUN 072 F Learning Assessment  Units: .5 Lecture: .5 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> <li>• Advisory Deletion</li> <li>• Assignments Revision</li> <li>• Catalog Description Update</li> </ul>	25	Individualized instruction in which most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual	2023 Fall	Six-Year Review. Textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>Method of Instruction</li> <li>Schedule Description Update</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>		instruction as the class proceeds.		
COUN 075 F Adaptive Computer Access - Learning Strategies  Units: 1-2 Lecture: .5 Laboratory: 1.5-4.5	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Advisory Deletion</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>Hours (WSCH Lecture and/or Lab)</li> <li>Remove Distance Education(online)</li> <li>Schedule Description Update</li> <li>Six-Year Review</li> <li>Textbooks</li> <li>Unit Revision</li> </ul>	20	For this course, specialized instruction is provided in the Adaptive Computer Lab (ACL) in the form of small group lecture and hands on skill building with software, technology, basic skills, and learning and study skills. To provide maximum benefit to students, the instruction also includes time and labor-intensive individualized instruction to meet individual student needs as each student is working at a different pace, on different learning goals.	2023 Fall	Six-Year Review. Textbooks.
COUN 101 F The College Experience  Units: 2 Lecture: 2 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Assignments Revision</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>Six-Year Review</li> <li>Textbooks</li> <li>UC Addition</li> </ul>	30	Class time focuses on individualized instruction including Student Education Program Plan (SEPP), student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	Six-Year Review. Textbooks.
COUN 141 F Career Exploration  Units: 1 Lecture: 1 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Assignments Revision</li> <li>Catalog Description Update</li> </ul>	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2023 Fall	Six-Year Review. Textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>Course Content (that do not change the overall scope of the course)</li> <li>Method of Instruction</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>		Writing assignments are assessed for critical thinking, conceptual understanding, structure, and application to personal experience and decision making.		
COUN 144 F Career Motivation and Self Confidence  Units: 1 Lecture: 1 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Assignments Revision</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>Schedule Description Update</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires two or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, and application to personal experience and decision making.	2023 Fall	Six-Year Review. Textbooks.
COUN 148 F Human Potential  Units: 1 Lecture: 1 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Catalog Description Update</li> <li>Method of Evaluation</li> <li>Method of Instruction</li> <li>Six-Year Review</li> <li>Textbooks</li> <li>Assignments Revision</li> </ul>	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	Six-year review. Textbooks.
COUN 152 F Diversity in the World of Work  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Assignments Revision</li> <li>CSU GE Addition</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> </ul>	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking and conceptual understanding and	2023 Fall	Course revision proposed for transfer.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>Grading Options</li> <li>Revision</li> <li>IGETC Addition</li> <li>Method of Evaluation</li> <li>Multicultural Requirement</li> <li>Objectives Revision</li> <li>Schedule Description Update</li> <li>Student Learning Outcomes</li> <li>Textbooks</li> </ul> <p>GE: Associate Degree General Education Requirements Area D2: Social and Behavioral Sciences - Social Behavior and Self-Understanding</p>		individualized feedback is provided to facilitate interpretation and application of course concepts to personal experience.		
COUN 161 F Assertion Skills/Communication  Units: 2 Lecture: 2 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Catalog Description Update</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2022 Fall	Six-Year Review. Textbooks.
COUN 193 F Financial Life Skills  Units: 2 Lecture: 2 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Add Distance Education(hybrid)</li> <li>Add Distance Education(online)</li> <li>Assignments Revision</li> <li>CIP Code Revision</li> <li>Catalog Description Update</li> </ul>	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	Six-Year Review. Textbooks.



REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Schedule Description Update</li> <li>• Six-Year Review</li> <li>• Textbooks</li> </ul>				
ENGL 250 F Introduction to African American and Black Literature  Units: 3 Lecture: 3 Laboratory: 0	Prerequisite: <ul style="list-style-type: none"> <li>• ENGL 100 F or</li> <li>• ENGL 100HF or</li> <li>• ENGL 101 F or</li> <li>• ENGL 110 F</li> </ul> <ul style="list-style-type: none"> <li>• AA GE Addition</li> <li>• Add Distance Education(hybrid)</li> <li>• Add Distance Education(online)</li> <li>• Advisory Deletion</li> <li>• Assignments Revision</li> <li>• CSU GE Addition</li> <li>• Catalog Description Update</li> <li>• Course Content (Changing the overall scope of the course)</li> <li>• IGETC Addition</li> <li>• Method of Evaluation</li> <li>• Method of Instruction</li> <li>• Objectives Revision</li> <li>• Prerequisite Revision</li> <li>• Schedule Description Update</li> <li>• Six-Year Review</li> <li>• Student Learning Outcomes</li> <li>• Textbooks</li> <li>• Title Revision with Program Impacts (LIST Programs in Justification)</li> </ul>	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	This is a reactivation of a course deactivated many years ago.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>UC Addition</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language				
ENGL 251 F Introduction to Native American Literature  Units: 3 Lecture: 3 Laboratory: 0	Prerequisite: <ul style="list-style-type: none"> <li>ENGL 100 F or</li> <li>ENGL 100HF or</li> <li>ENGL 101 F or</li> <li>ENGL 110 F</li> <li>Add Distance Education(online)</li> <li>Advisory Deletion</li> <li>Add Distance Education(hybrid)</li> <li>Assignments Revision</li> <li>Catalog Description Update</li> <li>Course Content (Changing the overall scope of the course)</li> <li>Method of Instruction</li> <li>Objectives Revision</li> <li>Prerequisite Revision</li> <li>Schedule Description Update</li> <li>Six-Year Review</li> <li>Student Learning Outcomes</li> <li>Textbooks</li> <li>Title Revision with Program Impacts (LIST Programs in Justification)</li> </ul>	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Writing assignments are assessed mostly for concepts, structure, and writing skill.	2023 Fall	Six-Year Review. Textbooks. Title change FROM "Survey of Native American Literature" TO "Introduction to Native American Literature."

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ENGL 253 F Introduction to Asian American Literature  Units: 3 Lecture: 3 Laboratory: 0	Prerequisite: <ul style="list-style-type: none"> <li>• ENGL 100 F or</li> <li>• ENGL 100HF or</li> <li>• ENGL 101 F or</li> <li>• ENGL 110 F</li> </ul> <ul style="list-style-type: none"> <li>• AA GE Addition</li> <li>• Add Distance Education(hybrid)</li> <li>• Add Distance Education(online)</li> <li>• Advisory Deletion</li> <li>• CSU Addition</li> <li>• CSU GE Addition</li> <li>• Catalog Description Update</li> <li>• Course Content (Changing the overall scope of the course)</li> <li>• IGETC Addition</li> <li>• Method of Instruction</li> <li>• Multicultural Requirement</li> <li>• Prerequisite Revision</li> <li>• Schedule Description Update</li> <li>• Six-Year Review</li> <li>• Student Learning Outcomes</li> <li>• Textbooks</li> <li>• Title Revision with Program Impacts (LIST Programs in Justification)</li> <li>• UC Addition</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature,	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Writing assignments are assessed mostly for concepts, structure and writing style.	2023 Fall	This is a re-activation of a course deactivated many years ago. Title change FROM "Survey of Asian American Lit" TO "Introduction to Asian American Literature," as the department wishes to emphasize the study of the discipline rather than an historical survey.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Philosophy, Religion and Foreign Language				
ESL 184 F Low Advanced Reading and Writing for Non-Native Speakers  Units: 5 Lecture: 5 Laboratory: 1	Prerequisite: <ul style="list-style-type: none"> <li>ESL 083 F or</li> <li>ESL Guided Self Placement</li> </ul> <ul style="list-style-type: none"> <li>AA GE Addition</li> <li>Assignments Revision</li> <li>CSU GE Addition</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>IGETC Addition</li> <li>Method of Evaluation</li> <li>Method of Instruction</li> <li>Objectives Revision</li> <li>Prerequisite Validation</li> <li>Schedule Description Update</li> <li>Student Learning Outcomes</li> <li>Textbooks</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	27	Evaluation mostly through writing assignments with a minimum of 6000-8000 words. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics. For developmental classes, the amount of words may be less, but the amount of assignments and scope of assessment are similar to a transfer-level course.	2023 Fall	Proposed for AA GE Area C2, CSU GE Area C2, and IGETC Area 3B. In response to AB 705 and AB 1805 recognizing that "instruction in English as a Second Language (ESL) is distinct from remediation in English" and that advanced ESL courses contain high rigor and richness of cultural content and demand of ELLs a level of engagement that meets and often far exceeds that of courses for native English speakers in elementary or intermediate foreign language courses, this proposal with revisions to course descriptions, objectives, content, textbooks, and assignments is intended to make ESL 184 F fulfill the Humanities GE requirement.
ESL 190 F Advanced Accelerated English for Non-Native Speakers	Prerequisite: <ul style="list-style-type: none"> <li>ESL 184 F or</li> <li>ESL Guided Self Placement</li> </ul>	27	Evaluation mostly through writing assignments with a minimum of 6000-8000 words. Writing assignments are assessed for critical thinking, conceptual	2023 Fall	Proposed for AA GE Area C2, CSU GE Area C2, and IGETC Area 3B, based on state recommendations

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Units: 5 Lecture: 5 Laboratory: 1	<ul style="list-style-type: none"> <li>• AA GE Addition</li> <li>• Advisory Deletion</li> <li>• Assignments Revision</li> <li>• CSU GE Addition</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• IGETC Addition</li> <li>• Method of Evaluation</li> <li>• Method of Instruction</li> <li>• Objectives Revision</li> <li>• Prerequisite Validation</li> <li>• Schedule Description Update</li> <li>• Student Learning Outcomes</li> <li>• Textbooks</li> <li>• Title Revision NO Program Impacts</li> </ul> <p>GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language</p>		understanding, structure, style and mechanics. For developmental classes, the amount of words may be less, but the amount of assignments and scope of assessment are similar to a transfer-level course.		that certain ESL courses be considered humanities courses. Proposed for the Reading Graduation requirement. Advisory deletion based on departmental reevaluation of courses. In response to AB 705 and AB 1805 recognizing that "instruction in English as a Second Language (ESL) is distinct from remediation in English" and that advanced ESL courses contain high rigor and richness of cultural content and demand of ELLs a level of engagement that meets and often far exceeds that of courses for native English speakers in elementary or intermediate foreign language courses, this proposal with revisions to course descriptions, objectives, content, textbooks, and assignments is intended to make ESL190 F fulfill the Humanities GE requirement. Title revised FROM "Advanced

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Accelerated English for Non-Native Speakers of English” TO “Advanced Accelerated English for Non-Native Speakers” (No program impacts).
MUS 106 F Introduction to College Music Theory  Units: 3 Lecture: 3 Laboratory: 0	Corequisite: Concurrency Required: <ul style="list-style-type: none"> <li>MUS 102 F</li> </ul> Advisory: <ul style="list-style-type: none"> <li>MUS 101 F and</li> <li>MUSA 131 F</li> <li>Advisory Revision</li> <li>Catalog Description Update</li> <li>Corequisite Addition</li> <li>Prerequisite Deletion</li> <li>Textbooks</li> </ul>	35	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. These skills commonly consist of small components, though a lot of them, that are learned and drilled. This is different from successive theory classes where the components are longer, more complex, and require more explanation as well as time to master.	2023 Fall	Six-Year Review. Advisory revision. Textbooks.
PE 209 F Intercollegiate Soccer  Units: 3 Lecture: 0 Laboratory: 10	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Add Distance Education(hybrid)</li> <li>Add Distance Education(online)</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>Textbooks</li> </ul>	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Six-Year Review.
PHIL 100HF Honors Introduction to Philosophy  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Catalog Description Update</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course.	2023 Fall	Six-year review.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>• Assignments Revision</li> </ul>				
PHIL 105 F World Religions  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> <li>• Assignments Revision</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Method of Evaluation</li> <li>• Method of Instruction</li> <li>• Multicultural Requirement</li> <li>• Six-Year Review</li> <li>• Textbooks</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	35	Lecture /Discussion/ Group Learning / Student Presentations/Individualized Instruction. While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Class time focuses on individualized instruction. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	Six-Year Review. Textbooks.
PHIL 105HF Honors World Religions  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> <li>• Assignments Revision</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Multicultural Requirement</li> <li>• Six-Year Review</li> <li>• Textbooks</li> </ul>	25	The Fullerton College Honors Advisory Board recommends a maximum number of 25 students for a seminar-style honors course. While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure. As an Honors section, this class will employ enhanced	2023 Fall	Six-Year Review. Textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language		teaching methods such as a seminar approach, more research-based writing assignments, and assignments calling for a higher level of critical thinking.		
PHIL 200 F Introduction to Christianity  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Method of Evaluation</li> <li>• Multicultural Requirement</li> <li>• Assignments Revision</li> <li>• Six-Year Review</li> <li>• Textbooks</li> </ul> GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language	35	Lecture/Discussion/Group Learning/Student Presentations/Individualized Instruction/Group Learning/Student Presentations. While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2023 Fall	Six-Year Review. Textbooks.
PHIL 270 F Introduction to Asian Religions  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>• NONE</li> <li>• Assignments Revision</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Multicultural Requirement</li> <li>• Six-Year Review</li> <li>• Textbooks</li> </ul>	35	Lecture /Discussion/ Group Learning / Student Presentations/Individualized Instruction/Group Learning/Student Presentations. While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced	2023 Fall	Six-Year Review. Textbooks.



REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	GE: Associate Degree General Education Requirements Area C2: Arts and Humanities - Literature, Philosophy, Religion and Foreign Language		analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.		
PHIL 299 F Philosophy Independent Study  Units: 1 Lecture: 0 Laboratory: 3	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Catalog Description Update</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>	25	This independent study is based on a one-to-one teacher student ratio.	2023 Fall	Six-Year Review. Textbooks.
PHYS 120 F Relativity for Poets  Units: 3 Lecture: 3 Laboratory: 0	Prerequisite: <ul style="list-style-type: none"> <li>MATH 040 F or</li> <li>MATH 041 F or</li> <li>MATH 043 F or</li> </ul> by assessment through the college's multiple measures placement processes.  <ul style="list-style-type: none"> <li>Add Distance Education(online)</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>Prerequisite Validation</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	Six-Year Review. Textbooks.
PHYS 130 F Elementary Physics  Units: 4 Lecture: 3 Laboratory: 3	Prerequisite: <ul style="list-style-type: none"> <li>MATH 020 F or</li> </ul> by assessment through the college's multiple measures placement processes.  <ul style="list-style-type: none"> <li>Catalog Description Update</li> <li>Course Content (that do not change</li> </ul>	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports) Labs having a high level of technical sophistication (ex. computer-based data acquisition hardware and analysis software) so as to	2023 Fall	Six-Year Review. Textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<p>the overall scope of the course)</p> <ul style="list-style-type: none"> <li>• Method of Evaluation</li> <li>• Method of Instruction</li> <li>• Prerequisite Validation</li> <li>• Six-Year Review</li> <li>• Textbooks</li> </ul>		require the instructor to often provide students with immediate technical assistance. Labs in which the students work in small groups so as to ensure active participation by all students and provide a more beneficial learning environment.		
PHYS 205 F Physics for the Life Sciences I  Units: 4 Lecture: 3 Laboratory: 3	Prerequisite: <ul style="list-style-type: none"> <li>• MATH 141 F or</li> <li>• MATH 141HF or</li> <li>• MATH 143 F and</li> <li>• MATH 142 F or</li> </ul> by assessment through the college's multiple measures placement processes.  <ul style="list-style-type: none"> <li>• Add Distance Education(hybrid)</li> <li>• Add Distance Education(online)</li> <li>• Assignments Revision</li> <li>• Catalog Description Update</li> <li>• Method of Evaluation</li> <li>• Objectives Revision</li> <li>• Prerequisite Revision</li> <li>• Six-Year Review</li> <li>• Textbooks</li> </ul>	25	This course includes a lab in which the instructor provides extensive individualized feedback and evaluation on a regular basis (problem sets, scientific experiments, lab reports).	2023 Fall	Six-Year Review. Textbooks.
PHYS 206 F Physics for the Life Sciences II  Units: 4 Lecture: 3 Laboratory: 3	Prerequisite: <ul style="list-style-type: none"> <li>• PHYS 205 F</li> </ul> <ul style="list-style-type: none"> <li>• Catalog Description Update</li> <li>• Method of Evaluation</li> <li>• Objectives Revision</li> <li>• Prerequisite Validation</li> </ul>	25	This course includes a lab in which the instructor provides extensive individualized feedback and evaluation on a regular basis (problem sets, scientific experiments, lab reports).	2023 Fall	Six-Year Review. Textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>Remove Distance Education(online)</li> <li>Assignments Revision</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>				
PHYS 210 F Physics with Calculus for the Life Sciences I  Units: 4 Lecture: 3 Laboratory: 3	Corequisite: <ul style="list-style-type: none"> <li>MATH 151 F or</li> <li>MATH 151HF or</li> </ul> by assessment through the college's multiple measures placement processes. <ul style="list-style-type: none"> <li>Assignments Revision</li> <li>Catalog Description Update</li> <li>Corequisite Validation</li> <li>Method of Evaluation</li> <li>Objectives Revision</li> <li>Six-Year Review</li> <li>Textbooks</li> </ul>	25	This course includes a lab in which the instructor provides extensive individualized feedback and evaluation on a regular basis (problem sets, scientific experiments, lab reports).	2023 Fall	Six-Year Review. Textbooks.
PHYS 211 F Physics with Calculus for the Life Sciences II  Units: 4 Lecture: 3 Laboratory: 3	Prerequisite: <ul style="list-style-type: none"> <li>PHYS 210 F</li> </ul> Corequisite: <ul style="list-style-type: none"> <li>MATH 152 F or</li> <li>MATH 152HF or</li> </ul> by assessment through the college's multiple measures placement processes. <ul style="list-style-type: none"> <li>Assignments Revision</li> <li>Catalog Description Update</li> <li>Corequisite Validation</li> <li>Method of Evaluation</li> <li>Objectives Revision</li> <li>Prerequisite Validation</li> <li>Six-Year Review</li> </ul>	25	This course includes a lab in which the instructor provides extensive individualized feedback and evaluation on a regular basis (problem sets, scientific experiments, lab reports).	2023 Fall	Six-Year Review. Textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>Textbooks</li> </ul>				
PLEG 101 F Introduction to Paralegal Studies  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Catalog Description Update</li> <li>Assignments Revision</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>Method of Evaluation</li> <li>Method of Instruction</li> <li>Objectives Revision</li> <li>Schedule Description Update</li> <li>Six-Year Review</li> <li>Student Learning Outcomes</li> <li>Textbooks</li> </ul>	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	Six-Year Review. Textbooks.
PLEG 104 F Introduction to Legal Research and Terminology  Units: 3 Lecture: 3 Laboratory: 0	Prerequisites: <ul style="list-style-type: none"> <li>NONE</li> <li>Assignments Revision</li> <li>Catalog Description Update</li> <li>Course Content (that do not change the overall scope of the course)</li> <li>Method of Evaluation</li> <li>Method of Instruction</li> <li>Objectives Revision</li> <li>Schedule Description Update</li> <li>Six-Year Review</li> <li>Student Learning Outcomes</li> <li>Textbooks</li> </ul>	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	Six-Year Review. Textbooks.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
PLEG 202 F Civil Litigation II  Units: 3 Lecture: 3 Laboratory: 0	Prerequisite: <ul style="list-style-type: none"> <li>• PLEG 101 F and</li> <li>• PLEG 104 F and</li> <li>• PLEG 105 F and</li> <li>• PLEG 201 F</li> </ul> <ul style="list-style-type: none"> <li>• Assignments Revision</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Method of Evaluation</li> <li>• Method of Instruction</li> <li>• Objectives Revision</li> <li>• Prerequisite Revision</li> <li>• Remove Distance Education(hybrid)</li> <li>• Remove Distance Education(online)</li> <li>• Schedule Description Update</li> <li>• Six-Year Review</li> <li>• Student Learning Outcomes</li> <li>• Textbooks</li> </ul>	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2023 Fall	Six-Year Review. Textbooks.
THEA 201 F Advanced Principles of Stage and Screen Combat  Units: 3 Lecture: 2 Laboratory: 3	Prerequisite: <ul style="list-style-type: none"> <li>• THEA 198 F or</li> <li>• THEA 200 F</li> </ul> <ul style="list-style-type: none"> <li>• Assignments Revision</li> <li>• Catalog Description Update</li> <li>• Course Content (that do not change the overall scope of the course)</li> <li>• Credit Status Revision</li> <li>• Hours (WSCH Lecture and/or Lab)</li> </ul>	15	Based on the stage weaponry explored, increased level of choreographic demands, and safety restrictions for stunt work explored, more than 15 students dramatically increase the safety risk of in the class. The instructor of this course provides extensive individualized feedback and evaluation of presented scene work as well as individualized instruction as students are taught safe	2022 Fall	Textbooks. Hours and unit revision for reasons of student success.

REVISED COURSES					
COURSE ID	PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	<ul style="list-style-type: none"> <li>Prerequisite Revision</li> <li>Schedule Description Update</li> <li>Textbooks</li> <li>Unit Revision</li> </ul>		and effective techniques and choreography of violence for theatre. The instructor also monitors each group of students as they rehearse and perform.		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
History	<ul style="list-style-type: none"> <li>Catalog Description Update</li> <li>Program SLOA Revision</li> <li>Adding Courses to "Restricted Electives"</li> <li>Course Title Revision</li> </ul>	<p><b>History Associate in Arts Degree</b></p> <p>Required Courses: 6 units</p> <p>Units</p> <p>HIST 170 F History of the United States to 1877 3</p> <p>or</p> <p>HIST 170HF Honors History of the United States to 1877 3</p> <p>HIST 171 F History of the United States since 1877 3</p> <p>or</p> <p>HIST 171HF Honors History of the United States since 1877 3</p> <p>Restricted Electives: List A 6 units</p> <p>Units</p> <p>HIST 112 F World Civilizations to 1550 3</p> <p>or</p> <p>HIST 112HF Honors World Civilizations to 1550 3</p> <p>HIST 113 F World Civilizations Since 1550 3</p> <p>or</p>	2022 Fall	Adding new courses to restricted electives, and moving revised courses in an effort to support the college's commitment to antiracist curriculum and pedagogy.

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		HIST 113HF Honors World Civilizations Since 1550 3		
		Restricted Electives: List B, Group 1 3 units Units		
		HIST 120 F African Civilizations to 1880 3		
		HIST 121 F African Civilizations since 1880 3		
		HIST 154 F Ancient Egypt 3		
		HIST 160 F Asian Civilizations I 3		
		HIST 161 F Asian Civilizations II 3		
		HIST 165 F Introduction to the Middle East 3		
		HIST 270 F Women in United States History 3		
		ETHS 130 F African-American History I 3		
		ETHS 131 F African American History II 3		
		ETHS 151 F Chicana/o History I 3		
		ETHS 152 F Chicana/o History II 3		
		ETHS 160 F American Indian History 3		
		ETHS 171 F Asian Pacific Islander American History 3		
		Restricted Electives List B, Group 2 3 units Units		
		HIST 110 F Western Civilizations to 1550 3		
		or HIST 110HF Honors Western Civilizations to 1550 3		

MODIFY DEGREES/CERTIFICATES				
DEGREE	REVISION TYPE		EFF DATE	JUSTIFICATION
		HIST 111 F Western Civilizations since 1550 3 or HIST 111HF Honors Western Civilizations since 1550 3 HIST 151 F Survey of British History I 3 HIST 152 F Survey of British History II 3 HIST 190 F History of the Americas I 3 HIST 191 F History of the Americas II 3 HIST 273 F United States Environmental History 3 HIST 275 F History of California 3  Total Units 18		

DEACTIVATE DEGREES/CERTIFICATES		
DEGREE	EFF DATE	JUSTIFICATION
Medical Technology Associate in Arts Degree	2022 Fall	DEGREE DEACTIVATION.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>          X          </u>
		Resolution	<u>                          </u>
<b>DATE:</b>	April 12, 2022	Information	<u>                          </u>
		Enclosure(s)	<u>                          X          </u>
<b>SUBJECT:</b>	North Orange Continuing Education Curriculum Matters		

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

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

All curriculum is submitted to the President's Office for review prior to submission to the District Curriculum Coordinating Committee. This agenda item is being submitted by Dr. Kimberley H. Stiemke, Chair of the North Orange Continuing Education Curriculum Committee and Dr. Karen Bautista, Vice President of Instruction.

**How does this relate to the five District Strategic Directions?** This item responds 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.

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

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

**RECOMMENDATION:** It is recommended that the Board approve the attached summary of curriculum changes for the North Orange Continuing Education, to be effective Summer 2022 and Fall 2022. The curricula have been signed by the Campus Curriculum Committee Chairperson and the President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg  

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Recommended by

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Approved for Submittal

4.d.1  

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Item No.

## North Orange Continuing Education Curriculum

Pending Board approval on April 12, 2022.

Approved by District Curriculum Coordinating Committee on March 11, 2022.

Approved by North Orange Continuing Education Curriculum Committee on February 8, 2022.

Course Deactivations			
Course ID	Title	Eff Date	Justification
ABE 105	SCE Learning Center	2022 Summer Term	Replaced by ABED 105.
ESLA 1070	ESL Academic Distance Learning	2022 Summer Term	The course is being deactivated due to course revisions and replacement by a new course.
ESLA 170	ESL and Civics Education, Beginning Low	2022 Summer Term	The course is being deactivated due to being replaced by a new ESL core course that includes Civics Education in the curriculum.
ESLA 171	ESL and Civics Education, Beginning High	2022 Summer Term	The course is being deactivated due to being replaced by a new ESL core course that includes Civics Education in the curriculum.
ESLA 172	ESL and Civics Education, Intermediate Low	2022 Summer Term	The course is being deactivated due to being replaced by a new ESL core course that includes Civics Education in the curriculum.
ESLA 173	ESL and Civics Education, Intermediate High	2022 Summer Term	The course is being deactivated due to being replaced by a new ESL core course that includes Civics Education in the curriculum.
ESLA 174	ESL and Civics Education, Advanced	2022 Summer Term	The course is being deactivated due to being replaced by a new ESL core course that includes Civics Education in the curriculum.
ESLA 220	ESL Reading and Writing, Beginning	2022 Summer Term	The course is being deactivate due to being replaced by a new ESL specialty course.
ESLA 221	ESL Reading and Writing, Intermediate to Advanced	2022 Summer Term	The course is being deactivate due to being replaced by a new ESL specialty course.
ESLA 600	ESL Advanced	2022 Summer Term	The course is being deactivated due to inactivity.
ESLA 806	A+ VESL	2022 Summer Term	The course is being deactivated due to inactivity and an incomplete Course Outline of Record.
ESLA 809	American Idioms	2022 Summer Term	The course is being deactivated due to course revisions and replacement by new ESL specialty courses.
IHSS 103	High School English 4	2022 Summer Term	Replaced by Literature (IHSS 173).
IHSS 117	High School Vocational Math	2022 Summer Term	Optional course/lack of enrollment.
IHSS 120	High School Life Science	2022 Summer Term	Replaced by Biology (IHSS 123).
IHSS 127	High School Computer Literacy	2022 Summer Term	Optional elective/lack of enrollment.
IHSS 167	High School English Basic Skills	2022 Summer Term	Replaced by existing course.
IHSS 177	High School Reading	2022 Summer Term	Obsolete due to English course revisions.
IHSS 500	High School Language Arts I	2022 Summer Term	Replaced by current course.
IHSS 501	High School Language Arts II	2022 Summer Term	Replaced by existing course.
IHSS 846	High School Algebra 1A	2022 Summer Term	Replaced by High School Algebra 1 (IHSS 118).
IHSS 847	High School Algebra 1B	2022 Summer Term	Replaced by High School Algebra 1 (IHSS 118).
IHSS 991	High School Business Law	2022 Summer Term	Optional elective/lack of enrollment.
IHSS 995	High School American History 1	2022 Summer Term	Replaced by High School U.S. History (IHSS 106).

Course Deactivations			
Course ID	Title	Eff Date	Justification
IHSS 996	High School American History 2	2022 Summer Term	Replaced by High School U.S. History (IHSS 106).
IHSS 999	High School Business Writing	2022 Summer Term	Obsolete due to English course revisions.

Modified Program/Certificate																														
Program Title		Eff Date	Justification																											
Funeral Service Assistant	<p>The Funeral Service Assistant program certificate serves as an introduction to the theoretical and practical knowledge required for professional licensure. It will help individuals determine their level of interest in the funeral service industry and in more formal vocational training in Mortuary Science. This program will prepare students for an entry-level position as a Funeral Service Assistant. The program consists of a sequence of courses that prepares students with the knowledge and skills needed to perform the tasks of a funeral service assistant such as placing a casket in the parlor or chapel prior to service, arranging floral offerings or lights around the casket, directing or escorting mourners, closing the casket, as well as issuing and storing funeral equipment. It is not intended as a substitute for the Associate in Science – Mortuary Science program, licensing, or certification requirements, which include an apprenticeship, but would provide students a more realistic expectation of the rigors of funeral service practice that will lead to employment as a Funeral Service Assistant and/or a pathway to the Cypress College Mortuary Science Associate in Science degree program.</p> <table border="1"> <thead> <tr> <th colspan="3">Core Courses</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>MEDA 101</td> <td>Computers in Healthcare and EHR, Introduction</td> <td>36</td> </tr> <tr> <td>FSRV 100</td> <td>Introduction to Funeral Service Practice</td> <td>60</td> </tr> <tr> <td>FSRV 110</td> <td>Communication Skills for the Funeral Assistant</td> <td>60</td> </tr> <tr> <td>FSRV 125</td> <td>Funeral Service Practices and Procedures I</td> <td>60</td> </tr> <tr> <td>FSRV 120</td> <td>Funeral Service Operations</td> <td>60</td> </tr> <tr> <td>FSRV 126</td> <td>Funeral Service Practices and Procedures II</td> <td>60</td> </tr> <tr> <td colspan="2"><b>Total Hours</b></td> <td><b>336</b></td> </tr> </tbody> </table>	Core Courses					Hours	MEDA 101	Computers in Healthcare and EHR, Introduction	36	FSRV 100	Introduction to Funeral Service Practice	60	FSRV 110	Communication Skills for the Funeral Assistant	60	FSRV 125	Funeral Service Practices and Procedures I	60	FSRV 120	Funeral Service Operations	60	FSRV 126	Funeral Service Practices and Procedures II	60	<b>Total Hours</b>		<b>336</b>	2022 Fall	NOCE has replaced MEOC 210 - Introduction to Computers for Healthcare Workers with MEDA 101 - Computers in Healthcare and EHR, Introduction. This new course was an update to better model current industry skills and information. The program modification is just to switch out the old course for the new course.
Core Courses																														
		Hours																												
MEDA 101	Computers in Healthcare and EHR, Introduction	36																												
FSRV 100	Introduction to Funeral Service Practice	60																												
FSRV 110	Communication Skills for the Funeral Assistant	60																												
FSRV 125	Funeral Service Practices and Procedures I	60																												
FSRV 120	Funeral Service Operations	60																												
FSRV 126	Funeral Service Practices and Procedures II	60																												
<b>Total Hours</b>		<b>336</b>																												

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	April 12, 2022	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Fullerton College Drone Pilot Apprenticeship Grant Program	Enclosure(s)	<u>    X    </u>

**BACKGROUND:** Fullerton College is pleased to report a grant award from the California Community Colleges Chancellor’s Office for the California Apprenticeship Initiative in the total amount of \$499,994 for a 42-month period from April 1, 2022 to September 30, 2025. This grant titled, Fullerton College Drone Pilot Apprenticeship, supports apprenticeship programs in non-traditional, emerging, and innovative sectors to increase the accessibility of sustainable, high-wage jobs for individuals from historically marginalized and underserved backgrounds.

The apprenticeship-training model has proven to be one of the most effective workplace training models by small, medium, and larger employers. An apprenticeship program combines classroom and/or lab instruction with a work-based learning or on-the-job (OJT) experience during which the apprentice is paid a salary or wage. Apprenticeship programs are distinguished from other training and education programs by the fact that an apprentice is employed while completing their training. For this apprenticeship program, Fullerton College will receive approval from the Department of Apprenticeship Standards (DAS) within the first six (6) months of the grant performance period, develop an Apprenticeship Training Committee, identify curriculum for classroom instruction, provide signed MOUs from all employers providing OJT and paying apprentices’ wages, and participate in the evaluation, technical assistance, and outreach efforts supported by the California Community Colleges Chancellor’s Office.

This item was submitted by Lisa King, District Director, Grants, NOCCCD

**How does this relate to the five District Strategic Directions?** This funding supports the District’s Strategic Directions #1, #2, and #4.

**How does this relate to Board Policy:** This item is in compliance with Board Policy 3280, Grants, 1.0 and 2.0. The Board will be informed about all grants received by the District, and the Chancellor shall establish procedures to assure timely application and processing of grant applications and funds, and that the grants that are applied for directly support the purposes of the District.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Fullerton College has been awarded a total of \$499,994 from the California Community Colleges Chancellor’s Office to be used by September 30, 2025, for creation and implementation of the Drone Pilot Apprenticeship Program.

**RECOMMENDATION:** Authorization is requested for Fullerton College to enter into an agreement with the California Community Colleges Chancellor's Office to accept the total California Apprenticeship Initiative funds in the amount of \$499,994 to be used by September 30, 2025, for creation and implementation of the Drone Pilot Apprenticeship Program. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg  
Recommended by

*B. V. Dipt Bredl*  
Approved for Submittal

4.e.2  
Item No.

**Fullerton College  
Drone Pilot Apprenticeship**

**New Budget  
April 1, 2022 to September 30, 2025**

<u>OBJECT OF EXPENDITURE</u>						<u>PROPOSED BUDGET</u>
<b>2000 Non Instructional Salaries</b>	xxxxx	5750	20000	0900	N	22,506
<b>2000 Non Instructional Salaries</b>	xxxxx	5135	20000	6600	0557 N	169,292
<b>3000 Employee Benefits</b>	xxxxx	5750	30000	0900	N	7,494
<b>3000 Employee Benefits</b>	xxxxx	5135	30000	6600	0557 N	56,356
<b>4000 Materials and Supplies</b>	xxxxx	5750	40000	0900		31,000
<b>5000 Other Operating Expenses &amp; Services</b>	xxxxx	5750	50000	0900		30,000
<b>5000 Other Operating Expenses &amp; Services</b>	xxxxx	7650	51900	6720		92,000
<b>6000 Capital Outlay</b>	xxxxx	5750	60000	0900		75,000
<b>5000 Indirect Costs (4%)</b>	xxxxx	5750	59000	0900		3,640
<b>5000 Indirect Costs (4%)</b>	xxxxx	5135	59000	6600	0557	9,026
<b>5000 Indirect Costs (4%)</b>	xxxxx	7650	59000	6720		3,680
			<b>Total Expenses</b>			<b>\$499,994</b>
<b>8000 Revenue</b>	xxxxx	7650	xxxxx	6720		<b>499,994</b>
			<b>Total Revenues</b>			<b>\$499,994</b>



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** April 12, 2022  
**SUBJECT:** Academic Personnel

Action X  
Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
Enclosure(s) X

**BACKGROUND:** Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

*B. V. Dipt Buhl*  
Approved for Submittal

5.a.1

Item No.



Academic Personnel  
April 12, 2022

CHANGE IN SALARY CLASSIFICATION

Jahan, Reza	CC	Biological Sciences Instructor (ADJ) From: Column 1, Step 1 To: Column 3, Step 1 Eff. 01/24/2022
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ADDITIONAL DUTY DAYS @ PER DIEM

Alhadeff, Andrew	CC	Head Coach, Men's Basketball	15 days
Canner, Mark	CC	Head Coach, Men's Water Polo	13 days
Canner, Mark	CC	Head Coach, Women's Water Polo	13 days
Hutting, Anthony	CC	Head Coach, Baseball	15 days
Mohr, Margaret	CC	Head Coach, Women's Basketball	15 days
Welliver, Nancy	CC	Head Coach, Beach Volleyball	13 days
Welliver, Nancy	CC	Head Coach, Women's Volleyball	13 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACT

Campbell, Garrett	FC	\$40.00
Daniel, William	FC	\$30.00
Klippenstein, Stephen	FC	\$20.00
Langlois, Jessica	FC	\$20.00
Markley, Karen	FC	\$10.00
Young, Renee	FC	\$60.00

LEAVE OF ABSENCE

@00001406	CC	Faculty Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/18/2022-05/21/2022
@01762145	FC	Director SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 01/03/2022-01/04/2022 (16 hours)
@01832436	CC	Faculty AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 04/01/2022-05/13/2022

Academic Personnel  
April 12, 2022

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 SPRING SEMESTER

Okazaki, Melanie

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Amirehteshami, Marina	NOCE	Column 2, Step 1
McCormick, Chonhee	FC	Column 2, Step 1
Phamle, Skyler	NOCE	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Alani, Mayada	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Alvarez, Cristina	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Amend, Rex	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Arambula, Michael	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Berry, Melissa	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Biganeh, Maryam	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Blumer, Collette	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Curtin, Brian	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022

Academic Personnel  
April 12, 2022

Echolds, Nora	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Famolaro, Phil Felix	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Gamble, Malcolm	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Harless, Heather	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Harry, Honour	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Heimes, Peter	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Hyatt Solomina, Yelena	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Jun, Christine	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Keissieh, Claude	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Khong, San	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Kim, Hannah	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022

Academic Personnel  
April 12, 2022

Lasater, John	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Lelesi, Peggy	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Lim, Emmie	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Magrann, Tracey	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Olvey, Kathy	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Ortega, Valerie	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Passman, Alan	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Pineda, Edward	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Rafferty, Jennifer	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Shields, Julie	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Toth, Amanda	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022

Academic Personnel  
April 12, 2022

Tran, Lisa	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Tseng, Anh	NOCE	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Vo, Criss	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
White, Zachary	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022
Whitehall, Brianna	FC	Humanities Division Professional Learning Day Stipend not to exceed \$100.00 Eff. 05/26/2022
Winn, Savauna	CC	Adjunct Faculty Orientation Stipend not to exceed \$100.00 Eff. 03/10/2022

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** April 12, 2022 Resolution \_\_\_\_\_  
**SUBJECT:** Classified Personnel Information \_\_\_\_\_  
Enclosure(s) X

**BACKGROUND:** Classified personnel matters within budget.

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

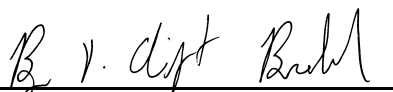
**How does this relate to Board Policy:** These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

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

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

Irma Ramos

Recommended by

  
Approved for Submittal

5.b.1

Item No.

Classified Personnel  
April 12, 2022

RESIGNATION

Burton, Bronwen	FC	Laboratory Clerk, Costume Shop 10-month position Eff. 06/01/2022 PN FCC621
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PROBATIONARY RELEASE

@01914768	AC	District Director, Information Technology Infrastructure and Operations 12-month position (100%) Eff. 03/30/2022 PN ISM995
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NEW PERSONNEL

Ahn, Jihoon	AC	Business Analyst II, Educational Services and Technology 12-month position (100%) Range 58, Step C Classified Salary Schedule Eff. 05/01/2022 PN DEC917
Aponte, Jocelyn	NOCE	Administrative Assistant II 12-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 04/15/2022 PN SCC889
Jimenez, Victor	CC	Special Project Coordinator, Foundation Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 04/15/2022 – 06/30/2022 PN CCT999
Laguna Morales, Andrea	CC	Special Project Coordinator, Dual Enrollment Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 04/15/2022 – 06/30/2022 PN CCT716

Classified Personnel  
April 12, 2022

Perez, Marvin	FC	Financial Aid Technician 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 04/15/2022 PN FCC675
Resendiz, Dario	CC	Special Project Coordinator, Charger Experience Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 04/15/2022 – 06/30/2022 PN CCT999
Sanchez, Joshua	FC	Financial Aid Technician 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 05/02/2022 PN FCC969

REVISION OF CONTRACT

Rocha, Sandra	CC	From: Special Project Coordinator, Dual Enrollment Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule PN CCT716  To: Special Project Manager, Dual Enrollment Temporary Management Position (100%) Range 2, Special Project Admin Daily Rate Schedule Eff. 04/15/2022 – 06/30/2022 PN CCT725
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VOLUNTARY CHANGES IN ASSIGNMENT

Orozco Victoria, Laura	FC	Facilities Custodian I 12-month position (55%) PN FCC990  Permanent Change in Assignment To: Facilities Custodian I 12-month position (100%) Range 27, Step + 10% Shift Classified Salary Schedule Eff. 05/02/2022 PN FCC559
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Classified Personnel  
April 12, 2022

PROFESSIONAL GROWTH & DEVELOPMENT

Qader, Amanda	FC	Instructional Assistant, Math (100%) 1 <sup>st</sup> Increment (\$400) Eff. 07/01/2022
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STIPEND FOR ADDITIONAL AMINISTRATIVE DUTIES

Myles, Zanthine Renee	NOCE	Account Clerk II (100%) 6% Stipend Eff. 04/15/2022 – 06/30/2022
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Resendiz, Beatriz	FC	Student Services Technician (100%) 6% Stipend Eff. 04/05/2022 – 05/31/2022
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STIPEND FOR ADDITIONAL MANAGEMENT DUTIES

Hanifa, Roselyne	AC	Risk Management Technician (100%) 10% Stipend Eff. 02/01/2022 – 06/30/2022
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Hurst, Geoff	AC	District Director, Enterprise IT Applications Support and Development (100%) 10% Stipend Eff. 04/01/2022 – 06/30/2022 Eff. 07/01/2022 – 06/30/2023
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# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** April 12, 2022

**SUBJECT:** Professional Experts

Action	X
Resolution	_____
Information	_____
Enclosure(s)	X

**BACKGROUND:** Professional Experts within budget.

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

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

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

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

Irma Ramos

\_\_\_\_\_  
Recommended by

*B. V. dist BudM*

\_\_\_\_\_  
Approved for Submittal

5.c.1

\_\_\_\_\_  
Item No.

Professional Experts  
April 12, 2022

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Aguet, Jacqueline	CC	Technical Expert II	SWP Aviation, Travel-Interactive Computer Based	40	05/23/2022	06/30/2022
Aispuro, Enrique	CC	Technical Expert II	SWP Regional Advanced Transportation Technician & Certification	40	05/23/2022	05/27/2022
Brito, Brianna	NOCE	Project Expert	COVID-19 Student Support Coordinator	26	04/02/2022	05/27/2022
Carmona, Mirta	NOCE	Project Expert	DSS Advocate and Liaison	26	03/28/2022	06/01/2022
Castro, Alma	CC	Project Manager	Create Open Education Resources for Math Statistics Courses	26	07/01/2021	06/30/2022
Castro, Alma	CC	Project Manager	Manager and Faculty Lead of NSF CADET Grant	26	09/01/2021	06/30/2022
DeMartino, Sarah	CC	Project Manager	Create Open Education Resources for Math Statistics Courses	26	07/01/2021	06/30/2022
Flores, Kristopher	FC	Assistant Coach 2	Assistant Coach – Women’s Soccer	26	03/21/2022	05/20/2022
Frey, Michael	CC	Technical Expert II	IDC Technical Development and Setup of new SEM Building	26	07/01/2021	08/18/2021
Hall, David	CC	Technical Expert II	Theater Production of HAIR	20	03/07/2022	03/20/2022
Hamilton, Synclaire	CC	Certified Athletic Trainer	Certified Athletic Trainer	26	03/14/2022	05/31/2022
Hernandez, Michael	FC	Project Expert	Assistant Concert Director	20	03/28/2022	04/30/2022
Hill, Garet	CC	Project Manager	Create Open Education Resources for Math Statistics Courses	26	07/01/2021	06/30/2022
Klyde, Michael	CC	Technical Expert II	SWP Regional Advanced Transportation Technician & Certification	40	05/23/2022	06/04/2022
Ledesma, Nicole	CC	Project Manager	Create Open Education Resources for Math Statistics Courses	26	07/01/2021	06/30/2022
Lopez, Corinna	NOCE	Technical Expert II	ESL Course Coding Updates	26	03/21/2022	03/25/2022
Lopez, Corinna	NOCE	Technical Expert II	ESL/EL Civics Curriculum Development – Fall 2022	26	05/30/2022	06/30/2022
Lynch, Candace	NOCE	Technical Expert II	ESL Course Coding Updates	26	03/21/2022	03/25/2022
McCormick, Steve	CC	Technical Expert II	SWP Aviation, Travel-Interactive Computer Based	16	03/28/2022	06/30/2022
Morris, Diana	FC	Project Expert	Stage Manager	26	03/28/2022	04/30/2022
Padilla, Debra	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	26	02/16/2022	03/04/2022

Professional Experts  
April 12, 2022

Padilla, Debra	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	26	05/04/2022	05/20/2022
Schwartz, Aaron	CC	Technical Expert II	Move and setup of the new E&M Lab	20	07/01/2021	08/18/2021
Sprayberry, Brad	CC	Project Expert	SWP Aviation, Travel-Interactive Computer Based	23	04/04/2022	06/20/2022
Subramaniam, Brinda	CC	Technical Expert II	Move and setup of the new E&M Lab	26	07/01/2021	08/18/2021
Torres, Diane	CC	Project Expert	Student Success	26	04/11/2022	06/30/2022
Trevino, Joseph	CC	Project Manager	Create Open Education Resources for Math Statistics Courses	26	07/01/2021	06/30/2022
Valdez, Ediberto	CC	Technical Expert II	SWP Aviation, Travel-Interactive Computer Based	40	05/23/2022	06/30/2022
Vazquez, Rosa	NOCE	Project Expert	Job Coach	26	03/28/2022	05/27/2022
Veith, Maria	FC	Project Expert	Document Retention Project	26	03/14/2022	06/17/2022
Williams, Dieudonne	FC	Assistant Coach 2	Assistant Coach – Football	26	03/28/2022	05/20/2022

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** April 12, 2022  
**SUBJECT:** Hourly Personnel

Action X  
Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

  
Approved for Submittal

5.d.1

Item No.

Hourly Personnel  
April 12, 2022

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Brar, Anmol	FC	Technical - Assist with the student check-in center	03/29/22	06/30/22	TE A 2
Colindres, Audrey	FC	Paraprof - On-call theater crew for campus/rental productions	04/13/22	06/30/22	TE B 1
Davisson, Marissa	FC	Technical - Assist in EOPS department	04/13/22	06/30/22	TE A 1
Flores, Steven	FC	Technical – Assist in Counseling Center	04/13/22	06/30/22	TE A 2
Gonzalez, Diana	FC	Technical - Assist in Counseling Center	04/13/22	06/30/22	TE A 2
Gonzalez, Savannah	FC	Technical - Assist with outreach for DSS	04/13/22	06/30/22	TE B 2
Jordan, Lauren	FC	Paraprof - On-call theater crew for campus/rental productions	04/13/22	06/30/22	TE J 2
Walker, Shameka	NOCE	Technical - Assist student with disabilities	04/13/22	06/30/22	TE A 1

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Delgado, Devyn	NOCE	Technical - Substitute for vacant Accounting Tech PN SCC893	04/13/22	06/30/22	TE A 2

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Cisneros, Perla	FC	Work Study Student - Assist students with A&R questions	04/13/22	06/30/22	TE A 1
Marshall, Taylaquay	CC	Full-time Student - Assist at wristband kiosk	03/23/22	06/30/22	TE A 1
Monfiero, Alyssa	CC	Full-time Student - Assist at wristband kiosk	03/23/22	06/30/22	TE A 1
Ramirez, Yvette	FC	Full-time Student – Assist at student check-in center	04/06/22	06/30/33	TE B 2
Romero, Adrian	CC	Full-time Student - Assist at wristband kiosk	03/23/22	06/30/22	TE A 1
Stroud, JoAnna	CC	Full-time Student - Assist at wristband kiosk	03/23/22	06/30/22	TE A 1
Zelaya, Sophia	FC	Work Study Student - Assist students with A&R questions	04/13/22	06/30/22	TE A 1

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** April 12, 2022

**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  
April 12, 2022

<b>Name</b>	<b>Site</b>	<b>Program</b>	<b>Begin</b>	<b>End</b>
Diaz, Mariyah	NOCE	DSS - Personal Service Attendant	03/16/2022	05/27/2022
Glennon, Sean	NOCE	DSS - Personal Service Attendant	03/02/2022	05/27/2022
Lordanova, Danko	CC	Physical Education - Volleyball Team	03/02/2022	06/30/2022
Lordanova, Kristen	CC	Physical Education - Volleyball Team	03/02/2022	06/30/2022
Puentes, Guadalupe	CC	DSS - Personal Care Assistant	01/24/2022	06/30/2022
Ruiz, Alex	NOCE	DSS - Personal Service Attendant	03/17/2022	05/27/2022



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
		Resolution	<u>          </u>
<b>DATE:</b>	April 12, 2022	Information	<u>          </u>
		Enclosure(s)	<u>X</u>
<b>SUBJECT:</b>	Negotiated Tentative Agreement Between United Faculty CTA/CCA/NEA and the District		

## BACKGROUND:

United Faculty CTA/CCA/NEA and the District have negotiated a Tentative Agreement for the 2021-2022, 2022-2023 and 2023-2024 academic years.

The Agreement provides for salary increases for fiscal years 2021-2022, 2022-2023, and 2023-2024.

Fiscal year 2021-2022, unit members will be provided a one-time off-schedule salary payment in the amount of five thousand dollars (\$5,000.00), the Summer Intersession Teaching Salary Schedule will be first increased by five-point zero seven percent (5.07% funded COLA) and then increased by five percent (5.0%) across the schedule, effective Summer 2022.

Fiscal year 2022-2023, salary schedules listed below, except the Summer Intersession Teaching Salary Schedule, will first be increased by five-point zero seven percent (5.07% funded COLA) and then increased by funded COLA for 2022-2023. The Summer Intersession Teaching Salary Schedule will be increased by funded COLA effective Summer 2023. Two-thousand dollars (\$2,000.00) of the current fringe benefit allowance (\$4,646.10) will be moved to the salary schedules, effective Fall 2022. The remaining balance of \$2,646.10 shall remain as fringe benefit allowance.

Fiscal year 2023-2024, salary schedules listed below will be increased by funded COLA, across the schedules, effective Fall 2023 and effective Summer 2024 for the Summer Intersession Teaching Salary Schedule.

The Agreement contains modification to Articles 1, 5, 11, 16, 18, 20, 21 and 27. Additionally there are two new Articles: Article 28-Credit Internship/Work Experience Program and Article 29-Extensive Laboratory.

The United Faculty membership has ratified the Agreement.

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

**How does this relate to Board Policy:** This item relates to Board Policy 7130, Compensation, which states the Board will establish salary and benefits for employees.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Implementation of the salary increase is estimated at \$3,000,000 for the one-time off schedule salary increase. The 5.07% increase is estimated at \$3,750,000 and the 2022-23 COLA (6%) increase is estimated at \$4,650,000. The estimated increase for the family medical coverage will range between \$1.1 and \$2.2

million depending on participation. The shift in fringe is estimated to cost about \$250,000 for statutory benefits. The estimate for the 2021-22 summer salary increase is estimated at \$32,000. The estimate for Extensive Laboratory has not been estimated at this time. All cost increases will be charged to the appropriate budgets, including general fund budgets.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the negotiated Tentative Agreement for 2021-2022, 2022-2023 and 2023-2024, inclusive of all terms and conditions specified in the written Agreement between United Faculty CTA/CCA/NEA and the District, be approved as follows:

### **ADJUSTMENTS FOR THE 2021-2022 FISCAL YEAR**

The Regular and Contract Faculty Summer Intersession Teaching Salary Schedule will first be increased by five-point zero seven percent (5.07% funded COLA) and then increased by five percent (5.0%) across the schedule, effective Summer 2022.

Unit members will be provided a one-time off-schedule salary payment in the amount of five thousand dollars (\$5,000.00) within sixty (60) days after ratification and Board approval.

### **ADJUSTMENTS FOR THE 2022-2023 FISCAL YEAR**

The Regular and Contract Faculty Salary Schedules will first be increased by five-point zero seven percent (5.07% funded COLA) for 2021-2022 and then increased by the funded COLA for 2022-2023, across the schedule, effective Fall 2022.

The Regular and Contract Faculty Overload Teaching Schedule will first be increased first by five-point zero seven percent (5.07% funded COLA) for 2021-2022 and then increased by funded COLA for 2022-2023, across the schedule, effective Fall 2022.

The Regular and Contract Faculty Overload Nonteaching Schedule will first be increased by five-point zero seven percent (5.07% funded COLA) for 2021-2022 and then increased by funded COLA for 2022-2023, across the schedule, effective Fall 2022.

The Regular and Contract Faculty Summer Intersession Teaching Salary Schedule will be increased by funded COLA for 2022-2023, across the schedule, effective Summer 2023.

Two-thousand dollars (\$2,000.00) of the current fringe benefit allowance (\$4,646.10) will be moved to the salary schedules, effective Fall 2022. The remaining balance of \$2,646.10 shall remain as fringe benefit allowance.

### **SALARY ADJUSTMENT FOR THE 2023-2024 FISCAL YEAR**

The Regular and Contract Faculty Salary Schedules will be increased by funded COLA, across the schedule, effective Fall 2023.

The Regular and Contract Faculty Overload Teaching Schedule will be increased by funded COLA, across the schedule, effective Fall 2023.

The Regular and Contract Faculty Overload Nonteaching Schedule will be increased by funded COLA, across the schedule, effective Fall 2023.

The Regular and Contract Faculty Summer Intersession Teaching Salary Schedule will be increased by funded COLA, across the schedule, effective Summer 2024.

**AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT**

The Agreement also provides for modifications to Articles 1, 5, 11, 16, 18, 20, 21, 27 and new Articles 28 and 29.

(See Supplemental Minutes for a copy of the Agreement.)

It is further recommended that the attached Faculty Summer Intersession Teaching Salary Schedule, effective Summer 2022, be approved.

(See Supplemental Minutes for a copy of the Salary Schedule.)

Irma Ramos

\_\_\_\_\_  
Recommended by

*B. V. Dipt Bredal*  
\_\_\_\_\_  
Approved for Submittal

5.f.3

\_\_\_\_\_  
Item No.

**TENTATIVE AGREEMENT BETWEEN THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
AND THE  
UNITED FACULTY/CCA/CTA/NEA**

**March 31, 2022**

This Tentative Agreement is entered into by and between the North Orange County Community College District ("NOCCCD") and United Faculty/CCA/CTA/NEA ("United Faculty"). NOCCCD and United Faculty may be referred to herein as "Party" or collectively as "Parties."

Any issue, subject, or matter discussed by the District and the United Faculty during negotiations over the 2021-2022, 2022-2023 and 2023-2024 bargaining proposals not contained in this document shall be considered withdrawn by the party presenting it. Any "oral agreement" or "understanding" not reflected in writing herein shall have no force or effect.

NOW, THEREFORE, the District proposes as follows:

The provisions of this Agreement, if ratified by the United Faculty membership and adopted by the Board of Trustees, shall constitute the complete and final settlement and obligation of the parties with respect to negotiations for the 2021-2022, 2022-2023, and 2023-2024.

**ARTICLE 1 - AGREEMENT**

ARTICLE 1 - AGREEMENT, shall remain unchanged except for the following amendment(s):

1.5 TERMS OF AGREEMENT

This Agreement shall become effective upon full ratification and continue in effect to and including June 30, 2024, and from year to year thereafter unless alteration or amendment is requested in writing in accordance with section 1.3 of this Article.

**ARTICLE 5 - OFFICE HOURS**

ARTICLE 5 - OFFICE HOURS, shall remain unchanged except for the following amendment(s):

5.2.5 Office Hours

Five and one-half (5.5) posted office hours per week on campus during each regular semester shall be scheduled at the discretion of the Unit Member and reflected on the on the Unit Member's staff assignment sheet, with the understanding that:

**ARTICLE 11 – CLASS SIZE/MULTIPLE SECTIONS**

ARTICLE 11 - CLASS SIZE/MULTIPLE SECTIONS, shall remain unchanged except for the following amendment(s):

## 11.2 MULTIPLE SECTIONS

11.2.1 Multiple section classes may be assigned as part of a Unit Member's regular contract workload. Any additions to a Unit Member's regular contract workload occurring after the beginning of the semester which involve creating or increasing a multiple section class will be considered as adding a class and subject to the provisions of Article 5, Sections 5.2.2 and 5.2.3.

11.2.2 A class may be scheduled as a multiple section prior to the first day of any instructional period; or, subsequent to the first day of the instructional period, a class may be scheduled as a multiple section, or any established multiple section class may be increased, at the discretion of the President or designee, where it is apparent that the enrollment will justify such establishment or increase.

11.2.3 Multiple classes shall be computed on the basis of the established single section maximum class size, subject to the following:

11.2.3.1 A class scheduled as one and one-half sections must attain eighty (80) percent of its established class size on the census date or it will be reclassified as a single section class.

11.2.3.2 A scheduled double section class must attain ninety (90) ~~eight (80)~~ percent of its established maximum size on the census date to count as a double section. If it does not attain 90%, ~~If it attains at least sixty (60) percent but less than eighty (80) percent,~~ the double section class will be reclassified as a one and one-half section class. If the this reclassified one and one-half section class does not one double section attains less than eighty (80) ~~sixty (60)~~ percent of its established class maximum size, it will be reclassified as a single section class.

11.2.3.3 A scheduled triple section class must attain ninety (90) ~~eight (80)~~ percent of its established maximum class size on the census date to count as a triple section. If it does not attains at least ninety (90) ~~sixty (60) percent, but less than eighty (80) percent,~~ the triple section class will be reclassified as a two and one-half section class. If this reclassified two and one-half section does not attain ninety (90) percent, it will be reclassified as a double section. If this reclassified double section does not attain ninety (90) percent of its established class maximum size, it will be reclassified as one and one-half section. If this reclassified one and one-half section does not attain eighty (80) percent, it will be reclassified as a single section.

~~If the triple section class attains at least fifty-three (53) percent but less than sixty-six (66) percent of its established maximum size, it will be reclassified as a double section class. If it attains at least forty (40) percent but less than fifty-three (53) percent of its established maximum size, it will be reclassified as a one and one-half section class. If it attains less than forty (40) percent of its established maximum size, it will be reclassified as a single section class.~~

## **ARTICLE 16 - DELINEATION OF DEPARTMENTS/DEPARTMENT COORDINATOR**

ARTICLE 16- DELINEATION OF DEPARTMENTS/DEPARTMENT COORDINATOR, shall remain unchanged except for the following amendment(s):

### **16.1 GENERAL PROVISIONS**

It is the intent of this Article that the department coordinator, as the designated representative of the department faculty, shall owe a good faith duty to advocate for and on behalf of the interests of the department faculty, and to facilitate full and equitable involvement of department members in the affairs of the department.

### **16.2 DELINEATION OF DEPARTMENTS**

16.2.1 The faculty of any division may elect to establish departments within the division. Departments may be established on the basis of a discipline or service, group of related disciplines and/or services, program or other reasonable basis.

16.2.2 Where the faculty of a division have not previously elected to establish departments, upon receipt of a petition to consider the establishment of departments, signed by a simple majority of the division faculty, the Immediate Management Supervisor of the department/division shall schedule a meeting of the division faculty for that purpose.

16.2.3 Where the faculty of a division have elected to establish departments within the division, the established departmental structure of the division shall continue from year-to-year. Upon receipt of a petition for reconsideration of the departmental structure of the division, signed by a simple majority of the division faculty, the Immediate Management Supervisor of the department/division shall schedule a meeting of the division faculty for that purpose by the end of the semester/trimester in which the petition is received, provided the petition is submitted not later than sixty (60) calendar days prior to the last day of the semester/trimester; otherwise, the meeting will be conducted in the next semester/trimester.

16.2.4 When a meeting is scheduled for purposes of considering the departmental structure of the division as provided in Section 16.2.2 or Section 16.2.3, the Immediate Management Supervisor of the department/division shall entertain motions for proposals, which shall be voted upon by the division faculty in attendance at the meeting. Adoption of any motion shall be by a simple majority vote.

16.2.4.1 Except for compelling reasons, the dean of the division shall normally accept and implement the proposals adopted by the division faculty.

16.2.4.2 Where the Immediate Management Supervisor of the division does not agree with an adopted proposal, the division faculty may appoint a committee of three (3) full-time division faculty members to resolve the differences with the dean.

## **ARTICLE 18 – EVALUATION OF TENURED UNIT MEMBERS**

ARTICLE 18- EVALUATION OF TENURED UNIT MEMBERS, shall remain unchanged except for the following amendment(s):

~~Remove for clarity "Tenure Faculty Evaluation Pilot Forms" from articles 18.4.1; 18.5.4.1; 18.6.2.1.~~

Replace Tenure Evaluation Forms in Appendix I with Tenure Evaluation Forms in Appendix K.

## 18.4 CONDUCT OF EVALUATION

18.4.1 Evaluations shall utilize the criteria incorporated as Appendix F and the Evaluation Report Forms incorporated as Appendix K - Tenured Faculty Student valuation ~~Pilot~~ Forms, as appropriate to the assignment of the Unit Member being valued. Any observation or evaluation of a Unit Member's performance shall be based upon the criteria established in this Article and shall not be conducted except in accordance with the provisions of this Article.

## 18.5 ADMINISTRATIVE EVALUATION

### 18.5.4 Preparation of Evaluation Report

18.5.4.1 Subsequent to the classroom/worksite observation and receipt of the student evaluation forms ~~peer student evaluation summary~~, the Immediate Management Supervisor shall prepare a written evaluation utilizing the appropriate evaluation report form (Appendix K - Tenured Faculty Student Evaluation ~~Pilot~~ Forms).

18.5.4.2 The evaluation report should address each evaluative criterion, as appropriate, outline areas of strength and include recommendations, if warranted, and shall include comments regarding the ~~peer student evaluation forms~~ summary.

## 18.6 STUDENT EVALUATION

### 18.6.2 Compilation of Student Evaluation Forms

18.6.2.1 The faculty member administering the student evaluations shall ~~prepare a summary of the Student Evaluation Forms, by class section, including a summary of the ratings and significant student comments, which shall be provided to the Unit Member being evaluated and provide the completed student evaluation forms to the Immediate Management Supervisor within five-business days of administering~~ complete the student evaluations. The Immediate Management Supervisor will comment on ~~this information~~ the student evaluation forms in Part II. B (Appendix K – Tenured Faculty Student Evaluation ~~Pilot~~ Forms).

~~18.6.2.2 The faculty member shall place the completed Student Evaluation Forms in a sealed envelope with their signature across the sealed envelope tab. The completed Student Evaluation Forms and the summary shall be returned to the Division Office Immediate Management Supervisor by the faculty member administering the student evaluations within five-business days of completing the student evaluations.~~

~~18.6.2.2 The Student Evaluation Forms shall be retained by the faculty member administering the student evaluations until the end of the semester/term and until final grades have been posted at which time they shall be delivered to the Unit Member.~~

18.6.2.32 The Student Evaluation Forms shall be reviewed by the Immediate Management Supervisor and shall be retained, unopened, by the Division Office in a secure location until the end of the semester/term and until final grades have been posted at which time they shall be delivered to the Unit Member.

~~18.6.2.3 The Immediate Management Supervisor may request a post evaluation meeting to review the student evaluations after the semester ends and prior to the end of the following semester. The Unit Member shall bring all Student Evaluation Forms to the meeting for review and discussion. At the request of the unit member, the peer may attend the post evaluation meeting.~~

## **ARTICLE 20 – SALARY PROVISIONS**

ARTICLE 20- SALARY PROVISIONS, shall remain unchanged except for the following amendment(s):

### 20.2 CLASS ADVANCEMENT

20.2.1 Advancement from one (1) class to another will be authorized only after the individual involved has filed a request for such advancement and submitted satisfactory evidence substantiating the request, such as transcripts or grade cards. The evidence must be submitted to the Office of Human Resources on or before the second Friday in August and must be approved by the Vice Chancellor of Human Resources or designee. Refer to Appendix L for Course Advancement Forms.

20.2.1.1 Lower division course work must be approved in advance by the Immediate Management Supervisor.

20.2.1.2 Upper division and graduate level course work is strongly recommended that the unit member confer with your Immediate Management Supervisor prior to taking any course(s).

20.2.2 Class advancement shall be limited to one (1) column per year. Any excess units earned while a Unit Member is attempting to qualify to advance to a specific class may be used to satisfy the requirements necessary for any further advancement.

20.2.3 All units are equated as semester units; quarter units will be converted to semester units on a ratio of one (1) quarter unit equaling two-thirds (2/3) semester unit.

20.2.4 Graduate and upper division units related to the Unit Member's assignment qualify for advancement from one class to another.

20.2.5 Not more than fifteen (15) lower division units as listed below may qualify for each class advancement:



20.2.5.1 Units beyond the minimum qualifications which are related to the Unit Member's assignment;

20.2.5.2 Units completed by a Unit Member in a District-approved retraining program;

20.2.5.3 Other units recommended by the Immediate Management Supervisor.

### **SALARY ADJUSTMENT FOR THE 2021-2022 FISCAL YEAR**

The Regular and Contract Faculty Summer Intersession Teaching Salary Schedule will first be increased by five-point zero seven percent (5.07% funded COLA) and then increased by five percent (5.0%) across the schedule, effective Summer 2022.

Unit members will be provided a one-time off-schedule salary payment in the amount of five thousand dollars (\$5,000.00) within sixty (60) days after ratification and Board approval.

### **SALARY ADJUSTMENT FOR THE 2022-2023 FISCAL YEAR**

The Regular and Contract Faculty Salary Schedules will first be increased by five-point zero seven percent (5.07% funded COLA) for 2021-2022 and then increased by the funded COLA for 2022-2023, across the schedule, effective Fall 2022.

The Regular and Contract Faculty Overload Teaching Schedule will first be increased first by five-point zero seven percent (5.07% funded COLA) for 2021-2022 and then increased by funded COLA for 2022-2023, across the schedule, effective Fall 2022.

The Regular and Contract Faculty Overload Nonteaching Schedule will first be increased by five-point zero seven percent (5.07% funded COLA) for 2021-2022 and then increased by funded COLA for 2022-2023, across the schedule, effective Fall 2022.

The Regular and Contract Faculty Summer Intersession Teaching Salary Schedule will be increased by funded COLA for 2022-2023, across the schedule, effective Summer 2023.

Two-thousand dollars (\$2,000.00) of the current fringe benefit allowance (\$4,646.10) will be moved to the salary schedules, effective Fall 2022. The remaining balance of \$2,646.10 shall remain as fringe benefit allowance.

### **SALARY ADJUSTMENT FOR THE 2023-2024 FISCAL YEAR**

The Regular and Contract Faculty Salary Schedules will be increased by funded COLA, across the schedule, effective Fall 2023.

The Regular and Contract Faculty Overload Teaching Schedule will be increased by funded COLA, across the schedule, effective Fall 2023.

The Regular and Contract Faculty Overload Nonteaching Schedule will be increased by funded COLA, across the schedule, effective Fall 2023.

The Regular and Contract Faculty Summer Intersession Teaching Salary Schedule will be increased by funded COLA, across the schedule, effective Summer 2024.

## **ARTICLE 21 - EMPLOYEE BENEFITS**

ARTICLE 21- EMPLOYEE BENEFITS, shall remain unchanged except for the following amendment(s):

### **21.1 HOSPITALIZATION AND MEDICAL CARE PLAN**

21.1.1 The District is currently a participating agency in the CalPERS Hospital and Medical Care plan which allows eligible Unit Members to select from several plans for their hospitalization and medical care.

21.1.2 The District will pay the full cost of the employee-only premium for eligible Unit Members employed fifty (50) percent or more. ~~Effective January 1, 2021 and implemented in February 2021, an adjusted amount for dependent care medical premiums will be provided to eligible Unit Members who currently pay out of pocket premiums for the remaining months of 2020-2021. Effective July 1, 2021, January 1, 2023,~~ the District will contribute a maximum up to ~~\$8,058.00~~ \$8,494.00 annually towards plus one dependent care medical premiums. ~~Effective January 1, 2023, the District will contribute a maximum up to \$13,590.00 annually towards family plan medical premiums.~~ Any additional premiums for dependent medical will be paid by the ~~Unit~~ Member by automatic payroll deductions in accordance with established District payroll procedure. This contribution is separate and distinct from the fringe benefit allowance.

If the Kaiser Other Southern California rate increases in excess of \$8,494.00 or \$13,590.00 effective January 2023, the District will increase the District contribution for employee plus one dependent and family for the 2023 benefit year, not to exceed the 2022-2023 funded COLA percentage.

If the Kaiser Other Southern California rate increases in excess of the January 2024 District contribution amounts effective January 2024, the District will increase the District contribution for employee plus one and family for the 2024 benefit year, not to exceed the 2023-2024 funded COLA percentage.

21.1.3 An eligible Unit Member who elects not to participate in the District's hospitalization and medical care plan will receive an addition of three hundred (300) dollars to the annual discretionary fringe benefit allowance.

### **21.2 FRINGE BENEFIT ALLOWANCE**

21.2.1 The District will provide an annual fringe benefit allowance, in the amount negotiated by the parties (the current rate is \$2,646.10) to eligible Unit Members. The amount of the allowance shall be prorated based on the Unit Member's percentage of employment.

21.2.2 The fringe benefit allowance for eligible Unit Members will be paid as compensation. This allowance may be allocated towards the NOCCCD Section 125 Plan and/or a qualified tax sheltered annuity. The fringe benefit allowance may be allocated toward the premium cost(s) of optional benefits for any District approved vendor.

21.2.3 The total cost of the Unit Member's benefit choice(s) exceeding the Unit Member's own medical premium will be deducted from the Unit Member's paycheck in accordance with established District payroll procedure.

21.2.4 Selection of a 403(b) or 457 investment plan option must be from the list of approved District vendors. Unit Members may contact the District's Third Party Administrator, for options and enrollment documents. Unit Members are responsible for contacting the investment company and completing the necessary paperwork to establish an account.

### 21.3 RETIREE BENEFITS

~~21.3.6 The Insurance and Benefits Committee will resume meeting in Spring 2021 to research and analyze retiree benefit options for all groups and make recommendations for negotiations for faculty hired after July 1, 2021.~~

### 21.5 DISTRICT INSURANCE AND BENEFITS COMMITTEE

21.5.1 The Association shall be entitled to appoint four (4) members to the District Insurance and Benefits Committee with the understanding that the total membership of the District Insurance and Benefits Committee shall not exceed eleven (11).

21.5.2 No new plan will be instituted for Unit Members unless that plan has been presented to approved by the District Insurance and Benefits Committee for feedback and input, and approved by the Board of Trustees.

21.5.3 No existing plan will be modified or dropped solely by the District action unless such action has been presented to approved by the District Insurance and Benefits Committee for feedback and input, and approved by the Board of Trustees.

21.5.4 While the Association may negotiate the amount of fringe benefits, the District Insurance and Benefits Committee will recommend specific carriers.

21.5.6 For the term of this Agreement, the present policy concerning faculty passes to college events will remain in effect.

21.5.7 Parking for each Unit Member will be granted in the designated areas at no charge.

## **ARTICLE 27 – COMPENSATION FOR HIRING SEARCH COMMITTEE SERVICE BEYOND REGULAR CONTRACT YEAR**

ARTICLE 27- COMPENSATION FOR HIRING SEARCH COMMITTEE SERVICE BEYOND REGULAR CONTRACT YEAR, shall remain unchanged except for the following amendment(s):

27.1 Unit Members who serve on hiring search committees during the regular semester/~~trimesters~~ while in paid status, including service while on a sabbatical leave, load banking leave, phase-in retirement, partial load reduction or other paid leave, will not receive additional compensation for such service. The provisions of this section include any such service performed by the Unit Members on weekends and holidays that fall within the semester/~~trimester~~.

27.2 Unit Members will be compensated for authorized hiring search committee service (committee meetings and applications evaluated) which is performed during periods outside of the regular semesters/~~trimesters~~ (i.e., intersessions), provided the service is not performed during times when the Unit Member would otherwise be compensated. Such service shall be compensated hourly, at the laboratory rate according to the Regular and Contract Faculty Overload Teaching Salary Schedule (Appendix B).

27.2.1 Unit Members will be compensated for the number of applications evaluated as follows:

<u>Number</u>	<u>Compensation</u>
<u>1-25</u>	<u>2 hours</u>
<u>26-50</u>	<u>4 hours</u>
<u>51-75</u>	<u>6 hours</u>
<u>76-100</u>	<u>8 hours</u>
<u>101-125</u>	<u>10 hours</u>
<u>126-150</u>	<u>12 hours</u>
<u>151-175</u>	<u>14 hours</u>
<u>176-200+</u>	<u>16 hours</u>

### 27.3 Required Authorization

Unit Members must have written approval from the campus President/~~Provost~~ or designee prior to performing any hiring search committee service during periods outside their regular contract year. Hiring Search committee service performed without prior written authorization shall be deemed to have been performed as part of the regular contract workload and shall not be eligible for additional compensation.

## ARTICLE 28

### CREDIT INTERNSHIP/WORK EXPERIENCE PROGRAM (NEW ARTICLE)

ARTICLE 28- CREDIT INTERNSHIP/WORK EXPERIENCE PROGRAM, shall remain unchanged except for the following amendment(s):

**28.1** This Program outlines the duties, responsibilities, and compensation structure in assuming a Credit Internship/Work Experience assignment. This Program pertains specifically to Credit Internship/Work Experience. This Agreement is exclusive of the Anaheim Internship Mentoring Experience Program (AIME).

28.1.1 In accordance with Title 5 §58051(b), the student/instructor ratio in the work-experience education program shall not exceed 125 students per full-time equivalent academic instructor.

28.1.2 In accordance with Title 5 §55256.5 (d), ~~requires when calculating Cooperative work experience hours, it is important to note that Cooperative work experience unit/hours are not lecture hours. although~~ Orientation hours ~~can~~ may be incorporated as part of the Cooperative-work experience course.

28.1.3 All Internship/Work Experience courses are part of the existing state-approved curriculum and will enroll at least one (1) but no more than forty (40) students per faculty member per term.

## 28.2 COMPENSATION

Compensation for Internship/Work Experience for ALL programs is .125 LHE of the and Contract Overload lecture unit rate paid per enrolled student at census, regardless of the number of lab units associated with the course.

## 28.3 MILEAGE

Mileage reimbursement for Internship/Work Experience assignments will be in accordance with AP 7400 Travel and Conference Attendance.

## 28.4 DUTIES AND RESPONSIBILITIES

- 28.4.1 Understand and follow the Internship/Work Experience program guidelines and term timelines.
- 28.4.2 Revise course outlines of record to reflect accurately the nature of Internship/Work Experience. Internship/Work Experience unit/hours are lab hours.
- 28.4.3 Assure that all student employment is directly related to the Internship/Work Experience class in which the student is enrolled.
- 28.4.4 Determine that each participating student qualifies to be enrolled in an Internship/Work Experience course. Qualifications are:
  - 28.4.4.1 Pursue a planned program in a major where Internship/Work Experience is available. This means the student has a major with goals decided and the Internship/Work Experience will assist in achieving his/her goals.
  - 28.4.4.2 On-the-job learning experiences that contribute to their occupational or educational goals.
- 28.4.5 Evaluate and determine that each work site and job assignment is appropriate for the Internship/Work Experience student placement.
- 28.4.6 Refer and recommend students to possible employment opportunities or job placement as appropriate.
- 28.4.7 Assist each student in developing a minimum of three clearly defined on-the-job learning objectives to be completed successfully prior to the end of the term.
- 28.4.8 Maintain accurate records of each student's progress including attendance, days and hours worked, classroom assignments, roll books, final grades, in person employer conferences, student consultations, and student achievement evaluations.
- 28.4.9 Complete all required paperwork as outlined in the Internship/Work Experience Program Guidelines prior to the start of the Internship/Work Experience.
- 28.4.10 Complete all student liability forms and procedures prior to the student starting work. Worker's compensation for paid Internship/Work Experiences are covered by the employer offering the Internship/Work Experience. For unpaid Internship/Work

Experiences, inform employers that the NOCCCD provides Worker's Compensation Insurance for Internship/Work Experience Students.

28.4.11 Confirm that all students and employers are aware of the procedures to be followed in the event of any injuries acquired on the job:

28.4.11.1 Review the attached Manager's Procedures for Handling Work Related Injuries and Information about Worker's Compensation Claim Process. (For purposes of providing Worker's Compensation coverage to the student intern of unpaid Internship/Work Experience, the faculty member would be considered the "manager" and the student intern would be considered the "employee.").

28.4.12 Hold at least three (3) in-person student consultation meetings to maintain ongoing consultation, monitor overall progress, and support success. Document all student consultations.

28.4.13 Faculty members are responsible for in-person consultation at job site(s) with the employer or designated representative(s) to discuss students' educational goals before the start of the term or before census unless:

28.4.13.1 faculty have been at the worksite within the last academic year;

28.4.13.2 the student is repeating the course at the employer's worksite;

28.4.13.2.1 the work site or organization has been the site of numerous previous assignments by other students of the College/District;

28.4.13.3 the worksite location is greater than thirty (30) miles from the College;

28.4.13.4 the faculty member and student are working in a virtual office. Under one of these circumstances outlined above, the faculty member may use alternative means to consult, such as telephone, teleconference, or email/internet.

28.4.14 Faculty members are responsible for a second in-person job site consultation with the employer or designated representative(s) to discuss students' educational growth at the midpoint of the term unless:

28.4.14.1 they have been at the worksite within the last academic year;

28.4.14.2 the student is repeating the course at the employer's worksite;

28.4.14.3 the work site has been the site of numerous previous assignments by other students of the College/District;

28.4.14.4 the worksite location is greater than thirty (30) miles from the College;

28.4.14.5 the faculty member and student are working in a virtual office.

- 28.4.14.6 Under one of these circumstances outlined above, the faculty member may use alternative means to consult, such as telephone, teleconference, or email/internet.
- 28.4.15 Prior to the end of the term, discuss with the employer the work place portion of the evaluation including:
  - 28.4.15.1 Successful completion of the required number of work hours;
  - 28.4.15.2 Successfully meeting the three on-the-job learning objectives, and the methods used to evaluate the objectives;
  - 28.4.15.3 Completion of any additional required assignments and paperwork.
  - 28.4.15.4 The faculty member can conduct this discussion with the employer in person, telephone, teleconference or email/internet.
- 28.5 Submit grades and all required paperwork, fully completed to the Division office per the term timelines.

### **ARTICLE 29 – EXTENSIVE LABORATORY (NEW ARTICLE)**

ARTICLE 29 – EXTENSIVE LABORATORY, shall remain unchanged except for the following amendment(s):

#### 29.1 EXTENSIVE LABORATORY AGREEMENT

- 29.1.1 Laboratory courses are established as “extensive” through the approval process outlined in this Article and the Extensive Laboratory Application, **Definition Criteria**, Classification Rubric, and Classification Checklist found in Appendix M.
- 29.1.2 The laboratory hour for all courses established as Extensive Laboratory shall be compensated at 1 to 1 or 100% of a lecture hour.
- 29.1.3 All lab units/hours for Extensive Laboratory courses must be in compliance with current regulations and laws outlined in the Program and Course Approval Handbook (PCAH).
- 29.1.4 The implementation of approved Extensive Laboratory courses shall be effective Fall 2023.
- 29.1.5 The status of an Extensive Laboratory may be established or amended only with the approval of the Extensive Laboratory Committee (ELC).

#### 29.2 EXTENSIVE LABORATORY COMMITTEE

- 29.2.1 The District Extensive Laboratory Committee, will be established to implement the recommended procedures and guidelines. The purpose of the ELC is as follows:
  - 29.2.1.1 Uphold the criteria and guidelines to identify extensive laboratory courses that qualify under the definitions.
  - 29.2.1.2 Solicit applications from departments.

- 29.2.1.3 Review and evaluation applications
- 29.2.1.4 Application approval or denial will be conducted based on consensus; majority vote will prevail.
- 29.2.1.5 Report extensive laboratory approvals to the appropriate groups to ensure implementation.

29.2.2 The District ELC shall consist of five (5) tenured unit members and **three (3)** management team members for a total of **eight (8)** members as follow:

- 29.2.2.1 One (1) tenured unit member from each campus (Cypress College and Fullerton College) appointed by each campus Faculty/Academic Senate.
- 29.2.2.2 One (1) tenured unit member from each campus (Cypress College and Fullerton College) appointed by each Curriculum Committee.
- 29.2.2.3 One (1) tenured unit member appointed by United Faculty.
- 29.2.2.4 One (1) management team member from each campus and **District Services** (Cypress College, Fullerton College, and **District Services**).
- 29.2.2.5 Committee members shall be appointed for a two-year term and may be reappointed to serve additional terms.
- 29.2.2.6 The committee will appoint a chair from the faculty unit members.

### 29.3 TIMELINE

- 29.3.1 Before the end of the Spring semester, the ELC chair will inform each campus (Cypress College and Fullerton College) of the ELC scope and function relating to extensive laboratory evaluation and issue an invitation to departments with laboratory assignments to prepare applications and supporting documents that seek to apply for EL classification.
- 29.3.2 Unit members/departments that wish to have the ELC consider designating one or more of their laboratory courses as EL with have until September 1 of each academic year to submit the applications and supporting documents.
- 29.3.3 The ELC will meet the first week of September each academic year to establish dates and deadlines for the review and approval process. These shall include meeting dates, deliberations, and deadlines for revisions, resubmissions, and final approvals.
- 29.3.4 Submitting unit members may be contacted by the ELC to meet with the committee to review the application and course materials if further clarifications are needed.

~~An Extensive Lab Workgroup will be formed by October 2021 with three representatives from United Faculty and three representatives from the District. The charge of this workgroup is to identify extensive labs and to establish procedures, rubric, and ratio compensation for laboratory assignments. The goal of the Extensive Lab Workgroup is to reach mutual~~



~~agreement by Fall 2022. When mutual agreement is achieved, implementation will occur within the following two semesters.~~

### **COMPARABILITY ANALYSIS**

With the shifting of the \$2,000.00 fringe benefits to salary, United Faculty agrees that the District has fulfilled the 2013 MOU. The 2013 MOU shall not be cited for any purpose in the future.

Future compensation increases are subject to negotiations. Every three years, the parties agree to utilize the seven (7) Districts, column and step benchmarks for comparability purposes.

#### Districts

- 1) Cerritos Community College District
- 2) Coast Community College District
- 3) Long Beach City College
- 4) Mt. San Antonio Community College District
- 5) Rancho Santiago Community College District
- 6) Riverside Community College District
- 7) Rio Hondo College

#### NOCCCD Column and Step Benchmarks

- 1) Class B, Step 8
- 2) Class E, Step 13
- 3) Class E, Step 20
- 4) Class F, Step 25

### **PERB UNFAIR PRACTICE CHARGE NO. LA-CE-6590-E**

The parties have reached a Settlement Agreement dated December 9, 2021 which will be incorporated into the Collective Bargaining Agreement.

### **PERB UNFAIR PRACTICE CHARGE NO. LA-CE-6662-E**

United Faculty will withdraw with prejudice Unfair Practice Charge No. LA-CE-6662-E within seven (7) calendar days of full ratification of this tentative agreement.

### **SPRING 2022 COVID MOU**

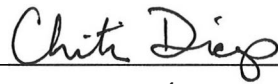
The parties agree to the attached Spring 2022 COVID MOU.

**INTEREST BASED BARGAINING**

The parties agree to participate in Interest Based Bargaining (IBB) or similar training sessions and explore the potential for utilizing IBB for future negotiations.

NORTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

UNITED FACULTY/CCA/CTA/NEA



Date: 03-31-2022

Date: 3/31/2022

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**REQUEST FOR LOWER DIVISION COURSE WORK FOR ADVANCEMENT ON THE FACULTY SALARY SCHEDULE**

**(Advance Approval is Required)**

Name \_\_\_\_\_ Date \_\_\_\_\_

Work Site: NOCE \_\_\_\_\_ CC \_\_\_\_\_ FC \_\_\_\_\_ Division/Department \_\_\_\_\_

Complete this form and submit to your Immediate Management Supervisor before taking the course(s) to assure credit on the salary schedule.

Course Title	Course No.	No. Of Units	Fall/Spring or Winter & Year	Name of College or University	Brief Description of Course Content

What courses are you currently teaching? \_\_\_\_\_

Are you planning to take courses outside of your major or minor fields? Yes \_\_\_\_\_ No \_\_\_\_\_

Are any of the above courses repetitions of courses already taken? Yes \_\_\_\_\_ No \_\_\_\_\_

Do these courses meet a requirement for a degree?

If yes, which one: Associate \_\_\_\_\_ Bachelor's \_\_\_\_\_ Master's \_\_\_\_\_ Doctorate \_\_\_\_\_

Approved:

Disapproved:

\_\_\_\_\_  
Immediate Management Supervisor Date

\_\_\_\_\_  
Immediate Management Supervisor Date

\_\_\_\_\_  
Vice President Date

\_\_\_\_\_  
Vice President Date

**HUMAN RESOURCES APPROVAL:**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit completed form and official grade card, transcripts, completion certificate or similar evidence to Human Resources by the second Friday of August.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**REQUEST FOR UPPER DIVISION AND GRADUATE LEVEL COURSE WORK FOR  
ADVANCEMENT ON THE FACULTY SALARY SCHEDULE**

Name \_\_\_\_\_ Date \_\_\_\_\_

Work Site: NOCE \_\_\_\_\_ CC \_\_\_\_\_ FC \_\_\_\_\_ Division/Department \_\_\_\_\_

It is strongly recommended that you confer with your Immediate Management Supervisor prior to taking any course(s) for advancement on the schedule.

Course Title	Course No.	No. Of Units	Indicate if UPPER/ GRAD	Fall/Spring or Winter & Year	Name of College or University	Brief Description of Course Content

What courses are you currently teaching? \_\_\_\_\_

Are you planning to take courses outside of your major or minor fields? Yes \_\_\_\_\_ No \_\_\_\_\_

Are any of the above courses repetitions of courses already taken? Yes \_\_\_\_\_ No \_\_\_\_\_

Do these courses meet a requirement for a degree?

If yes, which one: Associate \_\_\_\_\_ Bachelor's \_\_\_\_\_ Master's \_\_\_\_\_ Doctorate \_\_\_\_\_

Approved:

Disapproved:

\_\_\_\_\_  
Immediate Management Supervisor Date

\_\_\_\_\_  
Immediate Management Supervisor Date

\_\_\_\_\_  
Vice President Date

\_\_\_\_\_  
Vice President Date

**HUMAN RESOURCES APPROVAL:**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit completed form and official grade card, transcripts, completion certificate or similar evidence to Human Resources by the second Friday of August.

**EXTENSIVE LABORATORY APPLICATION PROCEDURE**

1. Department faculty member prepares the Extensive Laboratory (EL) Classification Proposal Packet (outlined below), presents the proposal to the department full-time faculty before submission and is encouraged to consult with the department chair at the sister college.
2. The department coordinator and division IMS will provide their signatures on the application form verifying review and provide comments, if applicable, prior to the department coordinator or designee forwarding the application form and proposal packet to the Extensive Laboratory Committee (ELC) Chair.
3. Submitting faculty will be contacted by the ELC with available meeting dates and times. The purpose of the meeting is to determine if the laboratory meets the criteria for EL classification.
4. If EL status is granted, it shall become effective no later than the following academic year of the semester the EL status was granted. For example, if the ELC grants extensive laboratory classification in Fall 2022, it will be effective Fall 2023. If the ELC grants extensive laboratory classification in Spring of 2023, it will be effective Spring 2024.
5. Before EL status is denied, the ELC may request further clarification from the submitting faculty. If EL status is denied, the ELC will provide a written rationale. Programs that were denied may reapply during the next application cycle.
6. The ELC will provide the applicant, department coordinator, and division IMS with written notification of the application outcome.
7. The ELC will provide the Vice President of Instruction with an itemized list of all applications reviewed; the courses granted extensive laboratory classification and the courses denied.
8. The ELC will publish a list of all approved EL courses.

**Extensive Laboratory Classification Proposal Packet Requirements**

1. Application form.

2. Course Outline of Record:

Highlight or indicate those portions that apply specifically to the laboratory if this may not be evident to people outside of your discipline. For those portions that apply to both lecture and laboratory components of a course, provide a brief breakdown of the laboratory elements in the margin.

3. Course Syllabi:

Highlight those portions that apply specifically to the laboratory.

4. Lab outline or schedule and any other materials that may help establish the laboratory as extensive.

5. Brief Factual Statement:

Provide information to the Extensive Laboratory Committee (ELC) that may not be apparent from the provided documents. **Maximum of 250 words.**

The statement may address any or all of the following:

- a. Describe equipment-related set-up and breakdown responsibilities.
- b. Describe the instructor's activities during lab sessions.
- c. Describe safety hazards that require the presence of the instructor in the laboratory.

## APPLICATION FOR EXTENSIVE LABORATORY CLASSIFICATION

Academic Division/Campus \_\_\_\_\_

Course Name \_\_\_\_\_

Course Prefix &amp; Number \_\_\_\_\_

Total Catalog Units \_\_\_\_\_ Number of Lecture Hours/Week \_\_\_\_\_ Number of Lab Hours/Week \_\_\_\_\_

Presented to Department Full-Time Faculty on \_\_\_\_\_

(Date)

Submitted by Faculty \_\_\_\_\_

(Print Name)

(Date)

Department Chair \_\_\_\_\_

(Print Name)

(Signature)

(Date)

Division Dean/IMS \_\_\_\_\_

(Print Name)

(Signature)

(Date)

The status of an "extensive laboratory" may be established or amended only with the approval of the Extensive Laboratory Committee (ELC)

Extensive laboratory status shall be reviewed as part of the regular curriculum cycle to determine if the laboratory continues to meet the "extensive laboratory" criteria.

Date Application Received \_\_\_\_\_

Optional Presentation Date \_\_\_\_\_

**Extensive Laboratory Committee Action**
 **Approved**
 **Denied**
 **Rationale Attached**

If approved, the Extensive Laboratory Classification will be in effect the semester of

(Fall \_\_\_\_\_) (Spring \_\_\_\_\_)

EL Committee Chair \_\_\_\_\_

(Print Name)

(Signature)

(Date)

**Requests will be reviewed in order received**

**EXTENSIVE LABORATORY DEFINITION CRITERIA**

As defined by the Lecture/Lab Workgroup on 12/01/2021

Committee Members:

District: Cherry Li-Bugg, Joanna Schilling, Dan Willoughby  
United Faculty: Christie Diep, Jeremy Peters, Mohammad Shahin

1. An extensive laboratory (EL) is a course in which laboratory components require extensive preparation work before and after the lab, and are equivalent to workload efforts in a lecture course.
2. EL courses are identified based on curricular criteria as identified in the course outline of record (COR), and do not reflect the practices of individual instructors.
3. EL courses require interactive involvement of the instructor. The instructor is required, by the nature of lab activities, to engage in extensive interaction with students in a structured manner.

The instructor:

- a. Actively presents prepared material for the lab.
  - b. Leads/supervises students during the lab activities.
  - c. Evaluates student activities that occur in the lab.
4. To receive the designation of an EL course, the following criteria must be met:
- a. The lab is scheduled separately and is not a lab activity embedded within the lecture environment.
  - b. A schedule of lab activities and assignments associated with the lab should be present in the course syllabus.
  - c. The lab requires extensive preparation and involvement of the instructor that includes preparing for lab, grading, and evaluation.
  - d. The lab results in the production of student work that requires out-of-lab evaluation by the instructor.
  - e. Students either receive a grade for the lab or a grade for the lab activities that are separate from the course lecture grade, which may be measured and combined as part of the final course grade.

## EXTENSIVE LABORATORY CLASSIFICATION RUBRIC

Academic Division/Campus \_\_\_\_\_

Course Name \_\_\_\_\_

Course Prefix & Number \_\_\_\_\_

Evaluating Committee Member \_\_\_\_\_

### EXTENSIVE LABORATORY DEFINITION CRITERIA

1. An extensive laboratory (EL) is a course in which laboratory components require extensive preparation work before and after the lab, and are equivalent to workload efforts in a lecture course.
2. EL courses are identified based on curricular criteria as identified in the course outline of record (COR), and do not reflect the practices of individual instructors.
3. EL courses require interactive involvement of the instructor. The instructor is required, by the nature of lab activities, to engage in extensive interaction with students in a structured manner.

**To receive the designation of an EL course, the provided materials must identify the following;**

#### Pre-laboratory Activity

- ┆ The lab is scheduled separately and is not a lab activity embedded within the lecture environment.
- ┆ Lab activities and assignments associated with the lab are present in the course syllabus and/or laboratory packet.
- ┆ The laboratory requires student preparation from a textbook, laboratory manual, handouts and/or lecture material prior to – during – and after – each laboratory session.
- ┆ Supervision of equipment maintenance, laboratory setup, acquisition of lab materials and supplies, field trip logistics, or preparation to ensure a safe environment conducive to learning.

#### During-laboratory Activity

- ┆ Instructor is actively engaged in lab when students are performing lab activities.
- ┆ Instructor is responsible for active facilitation of laboratory learning.
- ┆ Instructor is responsible for active delivery of curriculum.
- ┆ Instructor is responsible for significant evaluation of student work.
- ┆ Instructor is responsible for supervision of equipment and maintenance of a safe laboratory environment.

#### Post-laboratory Activity

- ┆ The lab results in the production of student work that requires out-of-lab evaluation by the instructor.
- ┆ Students either receive a grade for the lab or a grade for the lab activities that are separate from the course lecture grade, which may be measured and combined as part of the final course grade.



## EXTENSIVE LABORATORY CLASSIFICATION CHECKLIST

This table highlights supporting documentation with the various criteria used to establish a lab as “extensive”

<b>PRE-LABORATORY ACTIVITY</b>	<b>SUGGESTED SUPPORTING MATERIALS</b>
1. Curriculum development for each lab. 2. Published schedule of individual laboratory activities. 3. Published laboratory activity objectives. 4. Published methods of evaluation. 5. The laboratory requires extensive student preparation from text and lecture materials prior to – and after – each laboratory session. 6. Supervision of equipment maintenance, laboratory setup, acquisition of lab materials and supplies, fieldtrip logistics, or preparation to ensure a safe environment conducive to learning.	COR, Syllabi  COR, Syllabi, Workbooks  COR, Syllabi, Workbooks  COR, Syllabi  COR, Syllabi, Texts, Handouts, Worksheets  Chart and/or Brief Statement
<b>DURING LABORATORY ACTIVITY</b>	
1. Instructor is actively engaged in lab when students are performing lab activities. 2. Instructor is responsible for active facilitation of laboratory learning. 3. Instructor is responsible for active delivery of curriculum. 4. Instructor is required for safety and mentoring of lab activities. 5. Instructor is responsible for significant evaluation of student work.	COR, Syllabi  COR, Syllabi, Workbooks  COR, Syllabi, Workbooks  Brief description and/or Charts or Lists  COR, Syllabi, Workbooks, Grade Sheets, Final Grade Formula
<b>POST-LABORATORY ACTIVITY</b>	
1. Instructor is responsible for personal evaluation of significant student outcomes (lab exercises, exams, practicals, notebooks, portfolios, etc.) that become a component of the student grade that covers the majority of lab exercises performed during the course.	COR, Syllabi, Workbooks, Grade Sheets, Final Grade Formula

## SETTLEMENT AGREEMENT

### PERB UNFAIR PRACTICE CHARGE NO. LA-CE-6590-E

This Settlement Agreement (“Agreement”) is entered into by and between the North Orange County Community College District (“District”) and the United Faculty of the North Orange County Community College District, CCA/CTA/NEA (“Association”), sometimes hereinafter referred to individually as “Party” and collectively as the “Parties.”

WHEREAS, the Association has filed Unfair Practice Charge No. LA-CE-6590-E (“UPC”) with the Public Employees Relations Board (“PERB”) alleging that the District has refused to negotiate with the Association concerning certain topics related to Article 4 of the Collective Bargaining Agreement between the District and the Association; and

WHEREAS, the District denies that there has been any violation of the collective bargaining agreement between the District and Association; and

WHEREAS, the District denies that it has committed any acts constituting an unfair labor practice or has engaged in any wrongful activity; and

WHEREAS, the Parties desire to settle the dispute and all issues related to the UPC.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The District and the Association agree to revise portions of Article 4 of the collective bargaining agreement between the District and Association as follows:

Article 4.2.4 A Unit Member shall have a five (5) day period (“day” defined in Article 24.2.2) within which to review the Unit Member’s individual schedule, including both contract workload and overload, prior to the finalization submission of such schedule ~~to the next organizational level~~. During this five (5) day period, if requested by the Unit Member, the Immediate Management Supervisor shall consult with the Unit Member concerning the Unit Member’s schedule. After the five (5) day review period, the Unit Member’s schedule, including contract workload and overload, will be considered finalized.

4.2.4.1 After finalization of the Unit Member’s schedule, if the Unit Member becomes interested in additional overload classes, the Unit Member shall notify the Immediate Management Supervisor or designee in writing, including specification of the courses, days/times, modalities, or other details associated with the request, if known. The Immediate Management Supervisor will give such Unit Members first consideration for any additional overload classes that become available after receipt of the request.

4.2.4.2 If at any time a Unit Member’s schedule is changed after the initial finalization of the Unit Member’s schedule, the Unit Member will be provided with a new schedule, in writing, within five (5) days.

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2. The Association agrees to withdraw the UPC with PERB with prejudice within 10 days following the Chapter's and District's ratification of this Agreement.

3. This Agreement has been negotiated in good faith between the District and the Association and constitutes the complete compromise, settlement, and agreement regarding UPC No. LA-CE-6590-E and the specific matters alleged therein.

4. This Agreement shall not be considered in any way an admission of any misapplication or violation of any provision of the collective bargaining agreement or any statute or regulation, nor of any liability or wrongdoing by District, its Board of Trustees, nor any officers, executives, agents, or employees of the District.

5. The District and the Association agree not to further pursue any of the allegations giving rise to UPC No LA-CE-6590-E. Except for any action to enforce the terms of this Agreement, the Association agrees not to sue or initiate any action against the District, or to participate in same, individually or as a member of a class, regarding the allegations giving rise to UPC No. LA-CE-6590-E.


6. The parties agree that the terms set forth in paragraph 1, above, shall be incorporated in the parties' successor Collective Bargaining Agreement (CBA). This Agreement shall set a precedent and shall be citable for any and all purposes only until it is so incorporated, at which point the CBA will govern. Thereafter, no party hereto shall cite this Agreement or its terms as precedent for any purpose in the future.

7. This is the full, complete, and final settlement of all issues raised concerning any of the matters contained in this Agreement. This Agreement contains the sole and entire agreement and understanding of the Parties with respect to the entire subject matter hereof, and any and all prior discussions, negotiations, commitments and understandings related hereto are hereby merged herein. No representations, oral or otherwise, express or implied, other than those contained herein have been made by any Party hereto. No other agreements not specifically referred to herein, oral or otherwise, shall be deemed to exist or to bind any of the Parties.

**APPROVED AND ACCEPTED.**

Date: December 9, 2021

North Orange County Community College District

By: 

Irma Ramos

Vice Chancellor of Human Resources

Date: December 9, 2021

United Faculty of the North Orange County Community College District, CCA/CTA/NEA

By: 

Christie Diep, President

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
UNITED FACULTY CCA-CTA-NEA  
AND  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**March 31, 2022**

**Spring 2022**

This Memorandum of Understanding (“MOU”) is entered into between the North Orange County Community College District (“District”) and the United Faculty CCA-CTA-NEA (“UF”) concerning the District’s response to the coronavirus (COVID-19).

The District and UF recognize the importance of maintaining safe facilities and operations for the benefit of the students and communities served by the District and its faculty and staff. We recognize the importance of prudent measures to prevent District employees, students, their families, or other people using District facilities from being exposed to or infected with coronavirus. Reasonable accommodation shall be made for District employees who are impacted by COVID-19.

To these ends, the District and UF agree as follows:

- 1) The District will inform UF as soon as practicable should it learn of a confirmed coronavirus infection of District employees or students utilizing District facilities. It is understood that privacy rights under HIPAA and CMIA will be maintained.
- 2) Any unit member who has an approved FMLA leave or accommodation will not be required to work on site. HIPAA privacy rights shall be maintained.
- 3) During any District closure or curtailment of operations, the District may require some unit members to report to work onsite and perform their regular work assignment or perform additional assignments. Unit members who work remotely shall be available during their normally scheduled work hours.
- 4) Effective October 1, 2021 – December 31, 2021, Unit Members who are compliant with the COVID-19 vaccination mandate and have not utilized the 80 hours will be eligible to utilize their remaining balance of the State COVID-19 Supplemental Sick Leave (SSL) if the unit member satisfies the COVID-19 criteria, including time off for vaccinations, recovery for COVID related symptoms, and other COVID related time off as required by law. As this medical information is protected by HIPAA, all requests are reported to Human Resources through the electronic COVID-19 Supplemental Sick Leave (SB95) Request. Human Resources informs the employee of the status of the request.
- 5) Effective January 1, 2022, through September 30, 2022, the District will follow SB 114 to authorize COVID-19 supplemental sick leave.
- 6) Any unit member who needs to utilize their own current leave balances as permitted under the collective bargaining agreement shall do so in accordance with Article 13 - Leaves. Any unit member who is currently on a leave unrelated to COVID-19 will continue to use their accrued leave.

- 7) The parties agree that the District shall have the sole and exclusive right to determine whether a campus/site is closed, maintained as open, or reopened after closure. In the event any District facility is closed, or any District operations are curtailed due to the coronavirus, unit members will not suffer any loss of pay or benefits relative to their regular schedules for the period of closure or curtailment.
- 8) The parties agree that nothing herein limits the District's authority to exercise its emergency powers as established by law, the applicable collective bargaining contract, board policies, and administrative regulations.
- 9) The District may need to add additional workdays to this academic year or next year. Should additional workdays or other measures be sought by the District, the parties agree to meet and negotiate concerning the implementation.
- 10) The parties agree that unit members are required to attend division meetings during their regular scheduled work hours as required by the contract. These meetings can be attended remotely.
- 11) The parties agree to accommodate remote office hours through the Spring 2022 semester. The parties agree to suspend the following in the UF Collective Bargaining Agreement: Article 5 - Instructor Workload, Sections 5.1.2.1.2, 5.2.5.5.1, 5.2.5.5.2, and 5.2.5.6; and Article 6 - Counselor Workload, Section 6.3.1.1.
- 12) The parties agree to modify the teaching workweek and workload from on-campus hours to remote hours as determined by the class schedule including class activities and office hours, department and division meetings, and other campus/district-related professional activities. The parties agree to suspend the following in the UF Collective Bargaining Agreement: Article 5 - Instructor Workload, Sections 5.1.2.1, 5.1.3.1, and 5.2.5.
- 13) All information arising in conjunction with the evaluation process shall be held in strict confidence by the parties involved.
- 14) Tenured unit members evaluations that have not been completed for the 2019-20, 2020-21, and scheduled for 2021-22 will be waived. Evaluations for tenured unit members will resume in Fall 2022 per the regular evaluation cycle. Requests from tenured unit members to be evaluated in their online Canvas courses in Spring 2022 will be granted at the discretion of the Immediate Management Supervisor, in accordance with Article 18.5.1.1.
- 15) Probationary (Contract) Faculty will be evaluated in accordance with the provisions of Article 17 of the UF collective bargaining agreement.
- 16) The District will provide to United Faculty a list of all Spring 2022 credit/non-credit face-to-face classes by February 15, 2022. The list shall include the time and location of each session.
- 17) If a unit member requires equipment while working remotely, they shall coordinate with their Immediate Management Supervisor to check out campus office equipment for home use for the duration of remote work. Unit members may contact IT Help-Desk for virtual support.
- 18) The District will implement the following strategies for to face-to-face delivery in order to prevent the spread of COVID-19:
  - a. Require all faculty, students and staff to wear face coverings while indoors;

- b. Provide information for hand washing, PPE utilization, social distancing procedures, hygiene and cleaning procedures, incident reporting, and exposure response procedures for all employees per CDC guidelines;
- c. Post CDC COVID-19 Safety Posters at the entrance of buildings in which classes are being held and restrooms located within those buildings;
- d. Provide personal protective equipment for faculty and staff upon request and face coverings for students upon request;
- e. Provide hand soap and paper hand towels in all restrooms across each campus;
- f. The campuses will develop a schedule for cleaning and disinfecting based on CDC guidelines. Unit members are not responsible for disinfecting classrooms;
- g. The District will maintain a frequent cleaning schedule including high touch areas, such as shared tools, machines, handrails, doorknobs, restrooms, and desks;
- h. Provide hand-sanitizing stations at building entrances in which classes are being held;
- i. The campuses are responsible for the student and employee screening processes. Unit Members will not be responsible for enforcing vaccination status or compliance with vaccination mandates;
- j. If a Unit Member working on campus tests positive for COVID-19, upon the approval of the IMS, they will be given the option to work remotely until cleared to be on campus by Human Resources.

19) The District shall provide a five (5) business day notice if unit members are to resume on campus assignments before the end of the Spring 2022 semester to address family and childcare needs.

20) Any scheduling requirements will be in accordance with legal mandates for Spring 2022.

21) Exemption to the vaccine mandate will be resolved through the exemption request process, the Americans with Disabilities Act (ADA) process, the Family and Medical Leave Act (FMLA) process, as appropriate.

22) This MOU shall not be precedent setting nor form any basis for a past practice.

23) This MOU is effective through May 31, 2022. Should the need for this MOU extend beyond said dates, the parties may mutually agree to extend this MOU in additional 30-day increments.

UNITED FACULTY



\_\_\_\_\_  
 Mohammad M. Abdel Haq, Lead Negotiator  
 Date: 04/04/2022

DISTRICT



\_\_\_\_\_  
 Irma Ramos, Vice Chancellor, HR  
 Date: 04-04-2022

**REGULAR AND CONTRACT SUMMER INTERSESSION TEACHING SCHEDULE**  
**Effective 2022 Summer Intersession**

**LECTURE RATE**

Step	Class B		Class C		Class D		Class E		Class F		Step
	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	
01	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	01
02	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	02
03	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	03
04	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	04
05	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	05
06	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	06
07	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	07
08	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	08
09	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	09
10	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	10
11	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	11
12	1,256.99	71.828	1,256.99	71.828	1,316.89	75.251	1,316.89	75.251	1,379.30	78.817	12
13	1,256.99	71.828	1,266.08	72.348	1,316.89	75.251	1,342.88	76.736	1,397.72	79.870	13
17			1,303.70	74.497	1,342.88	76.736	1,382.06	78.975	1,436.89	82.108	17
22					1,399.27	79.958	1,438.44	82.197	1,490.15	85.151	22
27	1,266.08	72.348	1,342.88	76.736	1,438.44	82.197	1,477.62	84.435	1,530.89	87.480	27

**LABORATORY RATE**

Step	Class B		Class C		Class D		Class E		Class F		Step
	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	Unit Rate	Hrly Rate	
01	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	01
02	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	02
03	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	03
04	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	04
05	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	05
06	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	06
07	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	07
08	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	08
09	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	09
10	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	10
11	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	11
12	1,005.61	57.463	1,005.61	57.463	1,053.43	60.196	1,053.43	60.196	1,103.43	63.053	12
13	1,005.61	57.463	1,012.25	57.843	1,053.43	60.196	1,074.94	61.425	1,118.80	63.932	13
17			1,042.01	59.543	1,074.94	61.425	1,107.84	63.305	1,151.71	65.812	17
22					1,120.36	64.020	1,153.27	65.901	1,187.75	67.872	22
27	1,012.25	57.843	1,074.94	61.425	1,153.27	65.901	1,186.18	67.781	1,217.52	69.573	27

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	April 12, 2022	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	California Community Colleges Trustees Board of Directors Election	Enclosure(s)	<u>    X    </u>

**BACKGROUND:** The Board is asked yearly to vote to fill vacancies on the Board of Directors of the California Community Colleges Trustees (CCCT). This year six (6) members will be elected to the Board. Each community college district governing board of the Community College League of California shall have one vote for each of the six vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The six candidates who receive the most votes will serve three-year terms.

The 13 trustees who have been nominated for election to the CCCT Board are listed on the enclosed copy of the ballot.

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

**How does this relate to Board Policy:** Not applicable.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Not applicable.

**RECOMMENDATION:** It is recommended that the Board mark its ballot for the California Community College Board of Trustees Board of Directors election at this time. Electronic ballots must be submitted by April 25, 2022.

Byron D. Clift Breland  

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Recommended by

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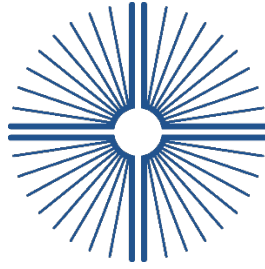
Approved for Submittal

6.a.1  

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Item No.





2022 CCCT BOARD ELECTION  
CANDIDATES LISTED IN SECRETARY OF STATE'S  
RANDOM DRAWING ORDER OF AUGUST 12, 2021

**VOTE FOR NO MORE THAN SIX (6) CANDIDATES**

1. Kenneth Brown, El Camino CCD\*
2. Mary Ann Lutz, Citrus CCD
3. Jose Alcalá, Riverside CCD
4. Mary Strobridge, San Luis Obispo County CCD
5. Tamara Silver, Pasadena Area CCD
6. Danny Kelley, Redwoods CCD
7. Marcia Milchiker, South Orange County CCD
8. Stacy Davis, Palo Verde CCD
9. Juan Delgado, Yuba CCD
10. Ines De Luna, Napa Valley CCD
11. Lisa Petrides, San Mateo CCD
12. Sharon Pinkerton, Victor Valley CCD
13. Milton Richards, Yosemite CCD

\* Incumbent

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
<b>DATE:</b>	April 12, 2022	Resolution	_____
<b>SUBJECT:</b>	Revised Board Policies	Information	X
		Enclosure(s)	X

**BACKGROUND:** The Board Policies included in this agenda item were reviewed and revised to reflect content revisions recommended by CCLC as part of the 6-year review cycle. The District Consultation Council reviewed, discussed, and reached consensus on the following revised Board Policies on March 28, 2022:

## **Chapter 4, Academic Affairs**

**BP 4231, Grade Changes:** Revised to update the “Reference” section, make grammar corrections, and update the corresponding Board Policies and Administrative Procedures.

**BP 4232, Pass/No Pass Grading Option:** Revised to update the “Reference” section and the corresponding Board Policies and Administrative Procedures.

**BP 4240, Academic Renewal:** Revised to update the “Reference” section, make grammar corrections, and update the corresponding Administrative Procedure.

**BP 4250, Probation, Dismissal, & Readmission:** Revised to update the “Reference” section, make grammar corrections, and update the corresponding Administrative Procedure.

**BP 4260, Prerequisites, & Corequisites, & Advisories:** Revised to update the title and the “Reference” section, make grammar corrections, and update the corresponding Administrative Procedure.

**BP 4300, Field Trips & Excursions:** Revised to update Sections 5.0 and 7.0 to reflect legally required language and to update the corresponding Administrative Procedure.

**BP 4400, Community Services Programs:** Revised to update the corresponding Administrative Procedure.

**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 the proposed, revised Board Policies and direct that they be placed on a future Board meeting agenda for action.

Byron D. Clift Breland  

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Recommended by

*Byron D. Clift Breland*  

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Approved for Submittal

6.b.2  

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Item No.

## **BP 4231 Grade Changes**

Reference:

**Education Code Sections 76224(a) and 76232;**  
**Title 5 Section 55025**

- 1.0 The Chancellor, in consultation with the faculty, as stated in BP/AP 2510, **Participation in Local Decision-Making**, shall establish procedures to provide opportunity for students to resolve grades they feel are unfair.
- 2.0 Any change in a grade given by an instructor shall be subject to the Education Code Section 76224(a):

When grades are given for any course taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.

See Administrative Procedure AP 4231, **Grade Changes; Board Policy 5040, Student Records, Directory Information, and Privacy; and Administrative Procedure 5040, Student Records, Directory Information, and Privacy.**

**Date of Adoption:** June 22, 2004

## **BP 4232 Pass/No Pass Grading Option**

Reference:

**Title 5 Section ~~55752~~ [55022](#)**

- 1.0 College credit courses may be offered in either or both of the following categories:
  - 1.1 Courses in which all students are evaluated on a “pass/no pass” basis.
  - 1.2 Courses in which each student when registering, or within time limits established by the colleges, elects to take the course on a “pass/no pass” basis.
- 2.0 Specific procedures regarding “pass/no pass” grading procedures shall be included in the college catalogs.

See [Board Policy 4231, Grade Changes; Administrative Procedure 4231, Grade Changes; and Administrative Procedure AP 4232, Pass/No Pass Grading Option;](#) .

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** January 27, 2009

## **BP 4240 Academic Renewal**

Reference:

**Title 5 Section ~~55044 and 55046~~ [55046](#)**

- 1.0 Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability.
- 2.0 The Chancellor, in consultation with the faculty, as stated in BP/AP2510, [Participation in Local Decision-Making](#), shall establish procedures that provide for academic renewal.

See Administrative Procedure AP 4240, [Academic Renewal](#).

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** May 6, 2009 Chancellor's Staff  
August 20, 2008 Chancellor's Staff

## **BP 4250 Probation, Dismissal, and Readmission**

Reference:

Education Code Section 70902 [subdivision \(b\)\(3\)](#);  
Title 5 Sections ~~55030~~ [55031](#) through 55034

### **1.0 Credit Program Students**

#### **1.1 Probation and Dismissal**

- 1.1.1 Application of Provisions: This policy shall apply to all registered students equally, regardless of previous degrees earned or the number of units in which a student is enrolled, except that grades earned elsewhere prior to admission in a college within the North Orange County Community College District shall not be considered in determining probationary status.
- 1.1.2 For the purpose of this policy, semesters shall be considered consecutive based on the student's enrollment pattern, excluding the summer session.
- 1.1.3 Standards of Scholastic Probation:
- 1.1.3.1 Academic Probation: A student who has attempted at least 12 semester units shall be placed on academic probation if the student has earned a cumulative grade point average below 2.0.
- 1.1.3.2 Progress Probation: A student who has enrolled in a total of at least 12 semester units shall be placed on progress probation when the percentage of all units in which the student has enrolled and for which entries of "W" (Withdrawal), "I" (Incomplete), "NC" (No Credit), and "NP" (No Pass) were recorded reaches or exceeds fifty percent (50%).
- 1.1.4 Notification, Recording, and Appeal of Scholastic Probationary Status:
- 1.1.4.1 Each college will make a reasonable effort to notify students when they are placed on scholastic probation.
- 1.1.4.2 Students on scholastic probation shall be automatically considered "conditional" registrants with their programs subject to limitations, conditions and/or adjustments as determined by the colleges.
- 1.1.4.3 A student who is placed on scholastic probation may submit an appeal in accordance with administrative procedure.
- 1.1.5 Removal from Scholastic Probation: A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W," "I,"

## **BP 4250 Probation, Dismissal, and Readmission**

“NC,” and “NP” drops below fifty percent [\(50%\)](#).

### 1.1.6 Standards for Scholastic Dismissal:

1.1.6.1 A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 2.0 in all units attempted in each of two (2) consecutive semesters excluding summer sessions.

1.1.6.2 A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of “W,” “I,” “NC,” and “NP” are recorded in at least two (2) consecutive semesters reaches or exceeds fifty percent excluding summer sessions.

1.1.6.3 A student whose academic performance warrants Scholastic Dismissal but in the third consecutive semester achieves a grade point average of 2.0 or higher, or receives grades of “W,” “NC,” “I,” and “NP” for less than [fifty percent \(50%\)](#) of the current semester units enrolled, will not be dismissed, and notation of dismissal will not appear on the student’s transcripts.

### 1.1.7 Notification, Recording, and Appeal of Scholastic Dismissal Status:

1.1.7.1 Each college shall make a reasonable effort to notify a student who is subject to academic and/or progress dismissal no later than the beginning of the fall semester each academic year.

1.1.7.2 Scholastic dismissal will be permanently noted on the student’s transcript.

1.1.7.3 A student who is dismissed may submit a written appeal in compliance with administrative procedure.

1.1.8 Readmission: A dismissed student will be considered for readmission by filing a written petition of appeal/readmission. If readmitted, the student shall continue on academic probation until a cumulative grade point average of 2.0 or higher has been achieved, and/or progress probation until the percentage completed is greater than fifty percent (50%) of the units, which the student has attempted. Appeals/Readmission may be granted, denied, or postponed according to criteria established by administrative procedure.

## 2.0 **Non-Credit Program Students**

### 2.1 **Probation and Dismissal**

2.1.1 Non-credit terms shall be considered consecutive based on the student’s



## **BP 4250 Probation, Dismissal, and Readmission**

enrollment pattern commencing with the student's initial enrollment.

- 2.1.2 Standards of Scholastic Probation: A student who has enrolled at North Orange Continuing Education (NOCE) shall be placed on program probation when the requirements for academic progress as defined by the department are not met. An NOCE student will not be placed on program probation in their initial term of enrollment.
- 2.1.3 Notification, Recording, and Appeal of Scholastic Probationary Status: NOCE will make a reasonable effort to notify students when they are placed on scholastic probation.
- 2.1.4 Removal from Scholastic Probation: An NOCE student placed on program probation shall be removed from probation when the academic progress requirements as set forth by the department are met.
- 2.1.5 Standards for Scholastic Dismissal:
  - 2.1.5.1 An NOCE student on program probation shall be subject to dismissal if the academic progress requirements are not met for two consecutive terms, or equivalent thereof, in which the student was enrolled.
  - 2.1.5.2 An NOCE student whose academic performance warrants Scholastic Dismissal but is in the third consecutive term or the equivalent thereof meets the academic progress requirements will not be dismissed and notion of dismissal will not appear on the student's transcripts.
- 2.1.6 Notification, Recording, and Appeal of Scholastic Dismissal Status: NOCE shall make a reasonable effort to notify a student who is subject to progress dismissal no later than the beginning of the term in which the standards of the progress dismissal are met.
- 2.1.7 Readmission: A dismissed student will be considered for readmission by filing a written petition of appeal/readmission. If readmitted, the NOCE student shall continue on program probation until the academic progress requirements as set forth by the department are met. Appeals/Readmission may be granted, denied, or postponed according to criteria established by administrative procedure.

See Administrative Procedure 4250, [Probation, Dismissal, and Readmission](#).

**Date of Adoption:** June 14, 2005

**Date of Last Revision:** November 28, 2017  
June 28, 2016  
February 24, 2009

North Orange County Community College District  
**BOARD POLICY**  
Chapter 4  
Academic Affairs

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**BP 4260 Prerequisites, ~~and~~ Corequisites, and Advisories**

Reference:

**Title 5 Sections 55000 and 55003**

- 1.0 The Chancellor, in consultation with the faculty as stated in BP/AP2510, [Participation in Local Decision-Making](#), is authorized to establish prerequisites, co-requisites, and advisories on recommended preparation for courses in the curriculum. All such prerequisites, co-requisites, and advisories shall be established in accordance with the standards set out in Title 5. Any prerequisites, co-requisites, or advisories shall be necessary and appropriate for achieving the purpose for which they are established. The procedures shall include a process in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law. Prerequisites, co-requisites, and advisories shall be identified in District publications available to students.

See Administrative Procedure AP 4260, [Prerequisites, Co-requisites, and Advisories](#).

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** August 20, 2008 Chancellor's Staff

## **BP 4300 Field Trips and Excursions**

Reference:

**Title 5 Section 55220**

- 1.0 The District may conduct field trips or excursions in connection with courses of instruction or instructionally-related social, educational, cultural, athletic, or musical activities to and from places in California, or any other state, the District of Columbia, or a foreign country for enrolled students.
- 2.0 Expenses of students participating in a field trip or excursion may not be paid with District funds unless the expenditure is authorized pursuant to Section 1.0 of this policy.
- 3.0 The District may pay for expenses of students participating in a field trip or excursion with auxiliary, grant, or categorical program funds if the funds are used consistently with the statutory, regulatory, or contractual conditions applicable to the expenditure of such funds.
- 4.0 The expense of instructors, chaperones, and other personnel participating in an authorized field trip or excursion may be paid from District funds. The District or campuses may pay from District funds all incidental expenses for the use of District equipment during an authorized field trip or excursion.
- 5.0 Students participating in field trips or excursions shall at all times adhere to the standards of conduct as stated in Board Policy 5500, Standards of Student Conduct and Discipline, and to other District policies and procedures regulating student conduct. **Students and staff shall, at all times, adhere to the standards of conduct applicable to conduct on campus.**
- 6.0 All participants in field trips or excursions must be authorized staff, enrolled students, or Board-approved volunteers.
- 7.0 The Chancellor shall establish procedures that regulate the use of District funds for **student** travel and attendance **at conferences and other activities that are performed as a class assignment or co-curricular activity** in conjunction with field trips and excursions authorized pursuant to this policy.

See Administrative Procedure AP 4300, **Field Trips and Excursions**.

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** November 22, 2011  
April 14, 2009

## **BP 4400 Community Services Programs**

Reference:

**Education Code Section 78300;  
Title 5 Sections 55002(d) and 55160**

- 1.0 The District may establish and maintain a community services program to offer varied and diverse cultural, recreational, and educational courses and activities designed to contribute to the physical, mental, moral, economic or civic development of the individuals or groups enrolled.
- 2.0 Students enrolled in community services offerings shall be charged a fee not to exceed the cost of maintaining the offerings. Community services offerings may also be provided for remuneration by contract or with contributions or donations of individuals or groups.
- 3.0 No General Fund monies may be expended to establish or maintain community services offerings. Community services offerings may not be claimed for apportionment purposes and shall not be referred to as noncredit courses.

See Administrative Procedure AP 4400, [Community Services Programs](#).

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** March 24, 2009

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
<b>DATE:</b>	April 12, 2022	Resolution	_____
<b>SUBJECT:</b>	Revised Administrative Procedures in Chapter 4	Information	X
		Enclosure(s)	X

**BACKGROUND:** The Administrative Procedures included in this agenda item were reviewed and revised to reflect content revisions recommended by CCLC as part of the 6-year review cycle. The District Consultation Council reviewed, discussed, and reached consensus on the noted Administrative Procedures on March 28, 2022.

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 4231, Grade Changes:** Revised to update the “Reference” section, revise Sections 2.1 and 2.2 to update where the procedures are available, and to cite the corresponding Board Policies and Administrative Procedures.

**AP 4232, Pass/No Pass Grading Option:** Revised to cite the corresponding Board Policies and Administrative Procedures.

**AP 4240, Academic Renewal:** Revised to update the “Reference” section and to cite the corresponding Board Policy.

**AP 4250, Probation, Dismissal, & Readmission:** Revised to update the “Reference” section, update pronouns, and to add the corresponding Board Policies and Administrative Procedures. Use of the term “Dean” in Sections 2.3, 2.5.3, and 2.6.2 was replaced with “Vice President or designee.”

**AP 4260, Prerequisites, Corequisites, & Advisories:** Revised to update the title and the “Reference” section, and to cite the corresponding Board Policy.

**AP 4300, Field Trips & Excursions:** Revised to update the corresponding Board Policy.

**AP 4500, Student News Media:** Revised to add a “Reference” section and citation.

**AP 4610, Instructional Service Agreements:** Revised to update the “Reference” section and make a grammar correction.


**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 revised Administrative Procedures in Chapter 4.

Byron D. Clift Breland  
Recommended by

  
Approved for Submittal

6.c.2  
Item No.

## **AP 4231 Grade Changes**

Reference:

**Education Code Sections 76224, and 76232;  
Title 5 Section 55025**

- 1.0 When a grade given in error has been corrected, the incorrect grade shall be expunged from the student's permanent record.
- 2.0 Each college and the North Orange Continuing Education (NOCE) shall establish procedures for students who feel they have been graded unfairly to seek redress.
  - 2.1 The college procedures shall be referenced in the college catalog and student handbook, and made available in the Student Affairs and Counseling offices and on the college websites.
  - 2.2 North Orange Continuing Education procedures shall be referenced in the NOCE catalog, and made available in the NOCE Counseling offices and on the NOCE website.

See also Board Policy 4231, Grade Changes; Board Policy 5040, Student Records, Directory Information, and Privacy; and Administrative Procedure 5040, Student Records, Directory Information, and Privacy.

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** March 28, 2022 District Consultation Council  
September 25, 2017 District Consultation Council  
March 5, 2008 Chancellor's Staff

## **AP 4232 Pass/No Pass Grading Option**

Reference:

**Title 5 Section 55022**

- 1.0 Courses may be offered in either or both of the following categories:
  - 1.1 Courses in which all students are evaluated on a “pass/no pass” basis.
  - 1.2 Courses in which each student may elect upon registration, or by request to take the course on a “pass/no pass” basis.
- 2.0 A student electing to be evaluated on the “pass/no pass” basis will receive both course credit and unit credit upon satisfactory completion of the course. In computing a student’s grade-point average, credits of “pass/no pass” are omitted.
- 3.0 A pass grade is granted for performance that is equivalent to the letter grade of “C” or better. A student who fails to perform satisfactorily will be assigned a “no pass” grade.
- 4.0 Students who select the pass/no pass option are responsible for all assignments and examinations required in the course. The standards of evaluation are identical for all students in the course.
- 5.0 Students may enroll in up to six (6) units each semester in courses with a “pass/no pass” option.
- 6.0 Specific regulations regarding “pass/no pass” grading procedures are included in the college catalogs.

See also Board Policy 4232, Pass/No Pass Grading Option; Board Policy 5040, Student Records, Directory Information, and Privacy; and Administrative Procedure 5040, Student Records, Directory Information, and Privacy.

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** March 28, 2022 District Consultation Council  
November 24, 2008 Chancellor’s Cabinet



## **AP 4240 Academic Renewal**

Reference:

**Title 5 Section 55046**

- 1.0 The Academic Renewal Procedure (Section 51318, California Administrative Code) permits the alleviation of students' previously recorded substandard academic performance that is not reflective of a student's present demonstrated ability and level of performance. As a consequence, Academic Renewal may gain for students the benefits of their current level of ability and performance and not permanently penalize them for poor performance in the past.
- 2.0 The college may disregard particular previously recorded substandard work from a student's cumulative grade point average per procedures below:
  - 2.1 Only units taken at the colleges and North Orange Continuing Education may be alleviated, not units taken from other college(s). The maximum number of units that may be alleviated is 24 units of substandard grades: D, F, and NCR.
  - 2.2 A student may be granted academic renewal only once and is irreversible once posted to the transcript.
  - 2.3 A minimum of twelve (12) units must be completed at any accredited college or university, with a grade-point average of 2.5 in all units since the last semester of requested renewal.
  - 2.4 A minimum of 12 months must have elapsed since the most recent coursework to be alleviated was recorded.
  - 2.5 Courses that meet the present educational goals of the students and that are appropriate for repetition may be exempt from consideration for alleviation.
  - 2.6 An Academic Renewal form must be submitted for review and is available in the Admissions and Records Office. Official transcripts from other colleges must be on file in the Admissions and Records Office.
  - 2.7 Academic renewal does not guarantee that other institutions outside the District will approve such action. This determination will be made by the respective transfer institution.
  - 2.8 The Admissions and Records Office shall maintain a record of action taken under academic renewal.

See also Board Policy 4240, Academic Renewal.

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** March 28, 2022 District Consultation Council  
September 25, 2017 District Consultation Council  
May 6, 2009 Chancellor's Staff  
August 20, 2008 Chancellor's Staff

## **AP 4250 Probation, Dismissal, and Readmission**

Reference:

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

### **1.0 Credit Program Students**

#### **1.1 Probation**

- 1.1.1 Placement on Probation: A student is placed on academic probation when their cumulative grade point average falls below 2.0; a student is placed on progress probation when fifty percent (50%) or greater of all units attempted result in grades of "W," "NC," "I" or "NP." A student is not placed on probation until he or she has enrolled in 12 semester units in a college within the North Orange County Community College District.
- 1.1.2 Probation Notification: At the end of the fall or spring semester during which a student qualifies for probation status, a letter or other communication will be sent, including the district policy regarding probation and a description of support services available to help the student improve academic performance.
- 1.1.3 Appeal of Probation: A student placed on either academic probation or progress probation 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.
- 1.1.4 Removal from Probation: A student will be removed from probation when their cumulative grade point average is 2.0 or greater, and/or the cumulative percentage of "W," "NC," "I" and "NP" grades is less than fifty percent (50%) of all units attempted.

#### **1.2 Scholastic Dismissal**

##### **1.2.1 Standards for Dismissal:**

- 1.2.1.1 Academic Dismissal: A student on academic probation shall be dismissed 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 Dismissal: A student on progress probation shall be dismissed if their percentage of units for which a "W," "NC," "I" or "NP" were received reaches or exceeds fifty percent (50%) for two consecutive semesters excluding summer sessions.
- 1.2.1.3 Transcript Notation: Dismissal will be permanently noted on the student's transcript.

## **AP 4250 Probation, Dismissal, and Readmission**

- 1.3 Dismissal Notification: At the end of the semester after which a student becomes eligible for scholastic dismissal, a letter or other communication will be sent, including a description of the dismissal status and the procedure to petition for readmission to the college.
- 1.4 Appeal of Dismissal: A student placed on either academic or progress dismissal 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 After Dismissal:
  - 1.5.1 Petition for Readmission: Students may petition for readmission to the college after being dismissed by filing a written petition. The procedure and deadlines to file a petition will be included in the Dismissal Notification as noted in section 1.3.
  - 1.5.2 Review of Petition for Readmission: The petition will be reviewed by the Admissions and Records Office.
  - 1.5.3 Standards for Readmission: The following will be considered during the review of a student's petition for readmission:
    - 1.5.3.1 Documentation of extenuating circumstances during the semesters on which the dismissal was based.
    - 1.5.3.2 A marked improvement between the semesters on which the dismissal was based.
    - 1.5.3.3 An atypical academic performance during the semesters on which the dismissal 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 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: If a student's petition for readmission is denied, the student may file a new petition for readmission after an absence of one semester.
  - 1.5.5 Approval of Petition for Readmission: If a student's petition for readmission is approved, the student will remain on probation until their cumulative grade point average is 2.0 or greater, and/or until their cumulative percentage of "W," "NC," "I" and "NP" grades is less than fifty percent (50%) of all units attempted.

## **AP 4250 Probation, Dismissal, and Readmission**

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

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

### **2.0 Noncredit Program Students**

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

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

2.3 Appeal of Probation: A student placed on program probation 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 Probation: A student enrolled at NOCE will be removed from probation when the academic progress requirements as set forth by the department are met.

### **2.5 Dismissal**

2.5.1 Standards for Progress Dismissal: An NOCE student on program probation shall be dismissed 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 Dismissal Notification: At the end of the term or the equivalent thereof after which a student becomes eligible for scholastic dismissal, a letter or other communication will be sent including a description of the dismissal status and the procedure to petition for readmission to NOCE.

2.5.3 Appeal of Dismissal: A student placed on program dismissal 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 Probation, Dismissal, and Readmission**

### **2.6 Readmission after Dismissal**

- 2.6.1 Petition for Readmission: Students may petition for readmission to NOCE after being dismissed by filing a written petition. The procedure and deadlines to file a petition will be included in the Dismissal Notification as noted in section 2.5.2.
- 2.6.2 Review of Petition for Readmission: The petition will be reviewed by a Vice President or designee at NOCE.
- 2.6.3 Standards for Readmission: The following will be considered during the review of a student's petition for readmission.
- 2.6.3.1 Documentation of extenuating circumstances during the terms or equivalents thereof on which the dismissal was based.
- 2.6.3.2 An atypical academic performance during the terms or equivalents thereof on which the dismissal 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 dismissal was based.
- 2.6.4 Denial of Petition for Readmission: If a student's petition for readmission is denied, the student may file a new petition for readmission after an absence of one term or the equivalent thereof.
- 2.6.5 Approval of Petition for Readmission: An NOCE student whose petition for readmission is approved will remain on probation until the academic progress requirements as set forth by the department are met.
- 2.6.6 Conditions after Readmission
- 2.6.6.1 A readmitted NOCE student is considered a conditional registrant and will be dismissed 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 student may continue as a conditional registrant even though compliance with NOCE academic progress requirements remains in dismissal 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

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

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**AP 4250 Probation, Dismissal, and Readmission**

**Date of Last Revision:** 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 4260 Prerequisites, Corequisites, and Advisories**

Reference:

**Title 5 Sections 55000 et seq.**

### **1.0 Course Prerequisites and Corequisites**

1.1 Each college shall provide the following explanations both in the college catalog and in the schedule of courses:

1.1.1 Definitions: Definitions of prerequisites, corequisites, noncredit basic skills course, non-degree-applicable basic skills courses, and limitations on enrollment including the differences among them and the specific prerequisites, corequisites, and limitations on enrollment that have been established.

1.1.2 Procedures: Procedures for a student to challenge prerequisites, corequisites, and limitations on enrollment and circumstances under which a student may make such a challenge. The information about challenges must include, at a minimum, the specific process including any deadlines, the various types of challenge that are established in law, and any additional types of challenge permitted by each college.

1.1.3 Advisories: Definition of advisories on recommended preparation, the right of a student to choose to take a course without meeting the advisory, and circumstances under which a student is encouraged to exercise that right.

1.1.4 Challenge Process: Each college shall establish a formal challenge process by which any student who does not meet a prerequisite or corequisite or who is not permitted to enroll due to a limitation on enrollment but who provides satisfactory evidence may seek entry into the course. Grounds for challenge shall include those specified in Title 5, Sections 55201(f) and 58106(c) and those determined by each college.

1.1.5 Implementing Prerequisites, Corequisites, and Limitations of Enrollment: Implementation of a prerequisite, corequisite, or limitations on enrollment must be done in some consistent manner and not left exclusively to the classroom instructor. Every attempt shall be made to enforce all conditions as a student must meet to be enrolled in the course through the registration process so that a student is not permitted to enroll unless he or she has met all the conditions or has met all except those for which he or she has a pending challenge or for which further information is needed before final determination is possible of whether the student has met the condition.

1.1.6 Prerequisites and Corequisites - Levels of Scrutiny: Prerequisites and corequisites must meet the requirements of at least one of the following procedures:

1.1.6.1 The Standard Prerequisites or Corequisites: Each college may establish satisfactory completion of a course as prerequisite or

## **AP 4260 Prerequisites, Corequisites, and Advisories**

corequisite or another course provided that, in addition to obtaining the review of the faculty in the discipline or department and the curriculum committee and provided above, the college specified as part of the course outline of record at least three of the campuses of the University of California and the California State University which reflect in their catalogs that they offer the equivalent course with the equivalent prerequisite(s) or corequisite(s). Any combination of University of California campuses and California State University campuses is acceptable in satisfaction of this requirement.

- 1.1.6.2 Sequential Courses Within and Across Disciplines: A course may be established as a prerequisite or corequisite for another course provided that, in addition to the review by faculty in the department or discipline and by the Curriculum Committee as described above, skills, concepts, and/or information taught in the first course are presupposed in the second course, and a list of the specific skills and/or knowledge a student must possess in order to be ready to take the second course is included in its outline of record.
- 1.1.6.3 Courses in Communication or Computation Skills: Prerequisites establishing communication or computation skill requirements may not be established across the entire curriculum unless established on a course-by-course basis as stipulated in Title 5, Section 55201(b).
- 1.1.6.4 Cut Scores and Prerequisites: Data collected to validate assessment instruments and cut scores are always relevant to reviewing the prerequisites for the associated courses. When sufficient data are not available to validate a cut score for the course, the prerequisite may be changed to an advisory on recommended preparation until sufficient data are collected.
- 1.1.6.5 Programs: In order to establish a prerequisite for a program, the proposed prerequisite must be approved as provided for a course prerequisite in regard to at least one course that is required as part of the program.
- 1.1.6.6 Health and Safety: Based on the review by faculty in the department or division and by the curriculum committee, a prerequisite or corequisite may be established to protect the health and safety of a student or the health and safety of others.
- 1.1.6.7 Recency and Other Measures of Readiness: Recency and other measures of readiness may be established as a prerequisite or corequisite to assure that the student has the skills, concepts and/or information that is necessary for the student to receive a satisfactory grade in the course or program. This type of



## **AP 4260 Prerequisites, Corequisites, and Advisories**

prerequisite or corequisite requires the review of the faculty in the discipline, as well as data collection and analysis according to sound research practices.

- 1.1.6.8 Advisories on Recommended Preparation: Per Title 5, Section 55202, each college may recommend that a student meet a standard of readiness at entry only if recommended by the faculty in the discipline or department and by the curriculum committee as provided in policy.

See Board Policy 4260, Prerequisites, Corequisites, and Advisories.

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** March 28, 2022 District Consultation Council  
December 8, 2008 Chancellor's Cabinet

## **AP 4300 Field Trips and Excursions**

Reference:

**Title 5 Section 55220**

- 1.0 The District may provide supervision of students involved in field trips or excursions by academic employees of the District and may engage instructors, supervisors, and other personnel as may be necessary for such field trips or excursions.
- 2.0 Transportation for field trips or excursions may be provided, at the discretion of the Chancellor/designee, by use of District equipment, by contracting with a transportation provider, or by arranging transportation by the use of other equipment. When District equipment is used, the District shall obtain liability insurance, and if travel is to and from a foreign country, the liability insurance shall be secured from a carrier licensed to transact insurance business in the foreign country.
- 3.0 All persons making a field trip or excursion shall be deemed to have waived all claims against the District and the Board of Trustees for injury, accident, illness, or death occurring during or by reason of the field trip or excursion. All adults taking such trips or excursions and all parents or guardians of minor students taking field trips or excursions shall sign a statement, in a form prescribed by the District, waiving such claims.
- 4.0 No student shall be prevented from taking a field trip or excursion, which is integral to the completion of a course because of lack of sufficient funds, with the exception of field trips or excursions offered as part of fee-based community services offerings. The colleges and North Orange Continuing Education will develop procedures to assure the participation of students in required field trips and excursions, lack of funding notwithstanding.
- 5.0 Payments or reimbursements by the District in conjunction with field trips or excursions shall be in accordance with BP4300, Field Trips and Excursions, and shall require itemization and validation of expenses in a form prescribed by the Chancellor/designee.

See Board Policy 4300, Field Trips and Excursions.

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** March 28, 2022 District Consultation Council  
September 25, 2017 District Consultation Council  
October 10, 2011 Chancellor's Cabinet  
March 23, 2009 Chancellor's Cabinet  
November 13, 2006 Chancellor's Cabinet

## **AP 4500 Student News Media**

Reference:

**Education Code Section 66301**

### **1.0 Philosophy**

- 1.1 Student news media are any news/feature publications or broadcasts funded by the District, and produced by students as a learning experience that is an integral part of an instructional program. These media include, but are not limited to, a student newspaper, television/radio broadcast, and Internet site.
- 1.2 Student news media, shall provide vehicles to train students for careers in mass communication. Student news media should also serve the entire college community by reporting the news, including college events and activities, providing a forum for comment and criticism, and encouraging free expression as guaranteed in the First Amendment to the Constitution of the United States.
- 1.3 Student news media are valuable aids in establishing and maintaining an atmosphere of free and responsible discussion. Student news media exercise editorial freedom in order to maintain their integrity as vehicles for free inquiry and free expression in the college community. At the same time, the editorial freedom of the student news media shall entail corollary responsibilities to learn and use professional ethics and practices.
- 1.4 The editorial and advertising materials published in each medium, including any opinions expressed, are the responsibility of the student staff. An editorial board, comprised of members of the student staff, shall be formed for each medium involved. Under appropriate state and federal court decisions, these materials are free from prior restraint by virtue of the First Amendment to the United States Constitution. These procedures are adopted to encourage a responsible exercise of such freedom.

### **2.0 Student News Media Complaint Procedures**

- 2.1 The Colleges and North Orange Continuing Education have established the following complaint procedures to provide an avenue for complaints about the content in student news media.
  - 2.1.1 Definition of a Complaint: A complaint is a statement that alleges facts which, if true, would demonstrate a violation of the complainant's right to free inquiry, free speech, or fair treatment; contains allegations that appear to be substantially credible; and is not frivolous.
  - 2.1.2 Complaint Proceedings:
    - 2.1.2.1 Individuals may submit a written complaint to the Editor-in-Chief or Producer of the student medium. Each complaint should be responded to in writing and in a timely manner, no later than four weeks after receiving the complaint.

## **AP 4500 Student News Media**

2.1.2.2 Individuals not satisfied with the medium's response may submit a copy of the original complaint to the appropriate Dean. A meeting will be called by the Dean, with the complainant, the student Editor-in-Chief or Producer or the Faculty Advisor in the instructional program in attendance. The Dean will mediate the complaint and issue a written response after the meeting, outlining steps to be taken to resolve the issue(s). The decision made by the Dean may be appealed to the President.

3.0 **Letters to the Editor:** All letters must be accompanied by the author's name and should contain the author's address, telephone number, and/or e-mail address. The author should be contacted to confirm he/she wrote the letter. Letters deemed obscene, libelous, and/or racially, sexually, or religiously offensive will not be published.

**Date of Adoption:** September 12, 2005

**Date of Last Revision:** March 28, 2022 District Consultation Council  
September 25, 2017 District Consultation Council

## **AP 4610 Instructional Service Agreements**

Reference:

**Education Code Sections 78015 and 84752;  
Title 5 Sections 51006, 53410, 55002, 55003, 55005, 55300, 55302, 55600 et seq.,  
58051 subdivisions (c)-(g), 58051.5, 58055, 58056, 58058 subdivision (b), and 58110-  
58120**

- 1.0 The North Orange County Community College District may enter into an instructional service agreement with a public or private agency (“Agency”) for the purpose of providing instruction and training. The responsibilities of the District and the Agency under the instructional service agreement shall be set forth in a written contract which shall be reviewed and approved by the District Office of Finance and Facilities and the District Office of Human Resources prior to execution.
- 2.0 Student attendance in a class offered pursuant to an instructional service agreement is eligible for apportionment provided all of the minimum conditions for the receipt of state general apportionment, including the following, are satisfied:
  - 2.1 Open Enrollment
    - 2.1.1 The course must be conducted at facilities which are clearly identified as being open to the general public;
    - 2.1.2 Enrollment must be open to all admitted students who meet any approved prerequisites for the course.
    - 2.1.2 The class is advertised as open to the general public in the catalogue or schedule of classes.
  - 2.2 Course Standards
    - 2.2.1 The course must be approved by the college curriculum committee, the Board of Trustees, and the State Chancellor’s Office, and shall be described in a course outline of record that shall be maintained in the official files.
    - 2.2.2 Instruction for the course must be provided under the immediate supervision and control of a qualified instructor who meets the prescribed minimum qualifications for service in the discipline. “Immediate supervision and control” means the presence of the qualified instructor, specifically characterized by the following:
      - 2.2.2.1 The qualified instructor is able, in terms of physical proximity and range of communication, to provide immediate instructional supervision and control of students;
      - 2.2.2.2 The qualified instructor is in a position to provide the supervision and control necessary for the protection of the health and safety of students;

## **AP 4610 Instructional Service Agreements**

- 2.2.2.3 The qualified instructor shall not have any other assigned duty during the instructional activity for which attendance is being claimed.
- 3.0 Student attendance in a class offered under an Instructional Services Agreement shall not be claimed for apportionment if the District receives full compensation for the direct education costs for the class from any public or private agency, individual or group of individuals, or if the public or private agency with whom the District is contracting has received from other sources full compensation for the direct education costs for the conduct of the class. Attendance generated solely under the supervision of an instructional assistant or aide shall not be claimed for apportionment.
- 4.0 The written contract between the District and the Agency shall expressly include but not be limited to, the following provisions:
- 4.1 Specification of the program of instruction and training to be offered;
- 4.2 Procedures, terms and conditions relating to (1) the enrollment period; (2) student enrollment fees; (3) the number of class hours sufficient to meet the stated performance objective; (4) supervision and evaluation of students; and (5) withdrawal of students prior to completion of a course or program;
- 4.3 Procedures, terms and conditions relating to the provision of facilities, equipment, supplies and materials;
- 4.4 Procedures, terms and conditions relating to the provision of ancillary and support services for students including, but not limited to, counseling and guidance, and placement assistance;
- 4.5 The responsibility of the Agency for maintaining records of student attendance and achievement, and the requirement that such records shall be available for review at all times by officials of the District and shall be submitted on a schedule developed by the District;
- 4.6 The financial obligations of the District and the Agency;
- 4.7 A stipulation that all instruction and training shall be provided under the immediate supervision and control of qualified instructors in accordance with the set of objectives and other specifications defined in the course outline of record;
- 4.8 Specification of the required minimum qualifications for instructors, which shall be consistent with the required qualifications for instructors of similar courses offered within the District;
- 4.9 A stipulation that the District shall have the right to control the scope, content and scheduling of the instruction and training;
- 4.10 A stipulation that the District shall have the primary right to control and direct the activities of instructors furnished by the Agency during the term of the contract and

## **AP 4610 Instructional Service Agreements**

that each instructor furnished by the Agency shall execute an individual written contract with the District as provided in section 5.0 of this procedure;

- 4.11 Certification that neither the District nor the Agency will receive full compensation for the direct education costs of the course from any public or private agency, individual or group;
  - 4.12 Terms and conditions relating to the cancellation and termination of the arrangement;
  - 4.13 In addition, if the agreement is with a private post secondary school for the provision of vocational education, the contract shall contain any other provisions required by Title 5 Section 55630.
- 5.0 Where instruction pursuant to an instructional services agreement is to be provided by persons furnished by the Agency, the District shall enter into a written contract with each person furnished by the Agency.
- 5.1 The contract shall expressly include but not be limited to, the following provisions:
    - 5.1.1 A stipulation that the District shall have the right to control and direct the activities of the person performed pursuant to the Instructional Services Agreement;
    - 5.1.2 Terms and conditions relating to the work to be performed;
    - 5.1.3 A stipulation that the person shall be, at all times during the term of the Instructional Services Agreement, an employee of the Agency;
    - 5.1.4 Terms and conditions relating to the cancellation and termination of the arrangement.
  - 5.2 The contract shall be reviewed and approved by the District Office of Finance and Facilities and the District Office of Human Resources prior to execution.
  - 5.3 The District Office of Human Resources shall verify that each person possesses the required minimum qualifications for service prior to execution.

**Date of Adoption:** May 14, 2007

**Date of Last Revision:** March 28, 2022 District Consultation Council  
August 9, 2017 Chancellor's Staff (Reference only)  
August 20, 2008 Chancellor's Staff





**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



**Resolution 21/22-20, Trustee Absence**

**WHEREAS**, Education Code Section 72425(c) states:

(c) A member may be paid for any meeting when absent if the Board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board. This compensation shall be a charge against the funds of the district.

**NOW, THEREFORE, BE IT RESOLVED** that the Trustee named below was absent from the Special Board meeting of April 7, 2022, due to hardship, and therefore, eligible to receive compensation for the meeting held on that date.

**TRUSTEE**

**Ryan Bent**

AYES:

NOES:

ABSENT:

ABSTAINING:

DATE ADOPTED: April 12, 2022

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



**Resolution 21/22-21, Trustee Absence**

**WHEREAS**, Education Code Section 72425(c) states:

(c) A member may be paid for any meeting when absent if the Board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board. This compensation shall be a charge against the funds of the district.

**NOW, THEREFORE, BE IT RESOLVED** that the Trustee named below was absent from the Special Board meeting of April 7, 2022, due to hardship, and therefore, eligible to receive compensation for the meeting held on that date.

**TRUSTEE**

**Stephen T. Blount**

AYES:

NOES:

ABSENT:

ABSTAINING:

DATE ADOPTED: April 12, 2022

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



**Resolution 21/22-22, Trustee Absence**

**WHEREAS**, Education Code Section 72425(c) states:

(c) A member may be paid for any meeting when absent if the Board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board. This compensation shall be a charge against the funds of the district.

**NOW, THEREFORE, BE IT RESOLVED** that the Trustee named below was absent from the Special Board meeting of April 7, 2022, due to hardship, and therefore, eligible to receive compensation for the meeting held on that date.

**TRUSTEE**

**Ed Lopez**

AYES:

NOES:

ABSENT:

ABSTAINING:

DATE ADOPTED: April 12, 2022

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	April 12, 2022	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	District Position on Proposed Legislation Bills to Modify the Brown Act	Enclosure(s)	<u>          </u>

**BACKGROUND:** Over the course of the COVID-19 pandemic, Governor Gavin Newsom has issued various emergency modifications to the Ralph M. Brown Act, which was originally enacted in 1953 to govern the conduct of public meetings for local legislative bodies.

On March 17, 2020, Governor Newsom issued Executive Order No. N-29-20, which suspended portions of the Brown Act that limit the use of teleconferencing for public meetings. The Brown Act requires that all teleconference locations be identified on the agenda and open to the public.

On September 22, 2021, Governor Newsom signed Assembly Bill 361 (AB 361) into law, permitting legislative bodies of state and local entities to continue to meet virtually and remotely through telephonic and internet means during a proclaimed state of emergency, without having to meet the quorum, posting, access, and other requirements of traditional teleconference meetings under the Brown Act. Under AB 361, legislative bodies may continue to meet virtually until the end of the current state of emergency and during any future state of emergency up until January 1, 2024. This allowance, however, depends on state or local officials imposing or recommending measures that promote social distancing or a legislative body finding that meeting in person would present an imminent safety risk to attendees, and passing a corresponding resolution.

This year, state legislators have introduced several bills with a focus on further amending the Brown Act’s traditional teleconferencing rules, as well as updating the structure and protocols of open meetings. As the following bills deal directly with the business of operating NOCCCD Board of Trustees meetings, they are accordingly presented here for discussion and possible action resulting in Board-signed position letters or resolutions.

- [SB 1100](#), by former county supervisor Senator Dave Cortese, deals with behavior at Brown Act meetings. The bill would clarify the rules around when individuals can be removed for willfully interrupting a meeting. The bill would require a warning to be issued before removal in most cases, and would apply to behavior “that substantially impairs or renders infeasible the orderly conduct of the meeting in accordance with law,” including failure to comply reasonable meeting rules adopted by the legislative body.
- [AB 1944](#), by Assembly Members Alex Lee and Cristina Garcia, would allow public officials to attend Brown Act meetings remotely without being required to publish their address or open their remote location to members of the public. In order to take advantage of this flexibility, legislative bodies would need to provide a publicly

accessible live video stream of the meeting online and a way for members of the public to provide public comment remotely, either by phone or audio-visual means.

- [AB 2449](#), by Assembly Member Blanca Rubio, would also allow local officials to attend meetings remotely, though under slightly different conditions. This bill would require at least a quorum of the legislative body to attend in person at the primary location and for all remote members to participate by both audio and visual technology. It would also require the public to be able to provide public comment remotely, either by phone or an internet-based option and it clarifies that there must be a procedure for resolving requests for reasonable accommodation for individuals with disabilities.
- [AB 2647](#), by Assembly Member Marc Levine would give local agencies more flexibility to make documents provided to governing board members available to the public online when they're distributed outside of standard business hours.

Outcomes of this discussion could include crafting and signing a position letter or Board resolution on all, some, or none of the highlighted bills.

**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 2320, Special and Emergency Meetings.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Not applicable.

**RECOMMENDATION:** It is recommended that the Board discuss the proposed legislation surrounding modification to the Brown Act and determine if Board-signed position letters or resolutions on any of the highlighted bills is warranted.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** April 12, 2022

**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.f  
Item No.

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

March 22, 2022

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 22, 2022, at 5:30 p.m. in the Anaheim Campus Board Room with a YouTube livestream broadcast.

Board President Jacqueline Rodarte called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

**TRUSTEE ROLL CALL:** Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Jacqueline Rodarte, Evangelina Rosales, and Student Trustee Erin Lacorte. Absent: Student Trustee Meena Pandian.

**RESOURCE PERSONNEL PRESENT:** Byron D. Clift Breland, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Gil Contreras, Interim President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, President, North Orange Continuing Education; Kai Stearns, District Director, Public & Governmental Affairs; Raine Hambly, representing the District Management Association; Christie Diep, representing United Faculty; Pamela Spence, representing CSEA; Dash Johnson, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Paul de Dios, Lisa Gaetje, Alex Porter, Marc Posner, Kathleen Reiland, and Bryan Ventura from Cypress College; Nick Arman, Rod Garcia, Elaine Lipiz Gonzalez, Lisa McPheron, and Jose Ramon Nuñez from Fullerton College; and Danielle Davy, Devin Griffith, Chelsea Salisbury, Amita Suhrid, Kashu Vyas, and Rick Williams from the District Office.

**VISITORS:** Mireya Alt. Public participation was provided via YouTube livestream.

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

Finance & Facilities: 3.a, 3.b, 3.d

**Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Lacorte's advisory vote.**

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

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

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

**CHANCELLOR'S REPORT:** Chancellor **Byron D. Clift Breland** noted that while the campuses were observing spring break, the District remained open. He reported on his attendance at an Orange County regional Economic Workforce Development meeting where **Raine Hambly**, NOCE Career Technical Education Director, shared valuable information from the non-credit perspective. He emphasized the need for collaboration especially with recovery efforts and the need for advocacy at both local and statewide levels.

As part of the Chancellor's Report, **JoAnna Schilling**, Cypress College President, presented the "State of Cypress College." The presentation highlights included the grand opening of the Science, Engineering, and Math (SEM) Building and Veterans Resource Center, campus accomplishments, student testimonials, and enrollment and equity statistics. During the presentation, Cypress College student **Mireya Alt** shared her personal journey as a student and the tremendous impact that the support of campus faculty and staff had on her, her family, and her future.

Dr. Schilling commented on the current opportunities to truly rethink the transformational power of education and the need to create ways that virtual learning spaces are as impactful as physical spaces. She expressed her deep appreciation to her entire team, especially **Marc Posner** and his team, **Bryan Ventura, Kristina Oganessian, Eileen Haddad, Paul de Dios, Alex Porter, Kathleen Reiland, Christie Diep, Damon De La Cruz**, and all faculty, staff and managers who continue to serve the students of Cypress College.

Subsequent to the presentation, trustees inquired about plans to reach students who have not returned, collaborations with K-12 partners, and how high-touch programs like the Legacy Program could help with retention in general population students.

Trustees also praised the report and the team who put it together, the presentation that showcased the reality of what students face, and **Mireya Alt** for her courage and bravery to share her inspiring story.

(See Supplemental Minutes #1294 for copies of the presentation materials.)

**MINUTES:** It was moved by Trustee Evangelina Rosales and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Regular Meeting of March 8, 2022 with the noted correction to Student Trustee Erin Lacorte's comments on page 26. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Lacorte's advisory vote.**

## **FINANCE & FACILITIES**

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

**Item 3.b:** By block vote, authorization was granted to enter into a consultant agreement with MAAS Companies at an hourly rate of \$162 for project management services from January 1, 2022, through project completion, for an amount not to exceed \$450,300.



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

**Item 3.c:** Subsequent to Vice Chancellor Fred Williams providing a short presentation to update the Board on changes to the signage that was previously shared, it was moved by Trustee Jeffrey P. Brown and seconded by Trustee Evangelina Rosales to amend the consultant agreement with Westberg White, Inc. for the Anaheim Campus North Orange Continuing Education Interior and Exterior Wayfinding Signage for additional architectural and engineering services and increase the contract amount by \$141,200 from \$59,000 to \$200,200, inclusive of reimbursables. The term of the agreement remains the same.

During the discussion, trustees inquired about the status of the initially proposed signage on the side of the building and the lighting to ensure that the signage is visible, and clarification on what the significant contract increase entailed. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Lacorte's advisory vote.**

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

**Item 3.d:** By block vote, retroactive authorization was granted to renew the consultant agreement with Nossaman LLP in the amount of \$6,500 per month for a set fee monthly retainer and direct expenses not to exceed \$2,000 beginning on February 1, 2022 through January 31, 2023, for a total amount not to exceed \$80,000.

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

**Item 3.e:** It was moved by Trustee Stephen T. Blount and seconded by Trustee Ryan Bent to issue a change order to the existing contract with KYA Services LLC in the amount of \$185,235.54 to support campus-reviewed and confirmed cost increases due to DSA required scope changes and construction delays, as well as \$8,226 for District requested builder's risk insurance for a revised contract amount of \$1,730,975.93.

Subsequent to clarification on when the District received notification from the Division of the State Architect (DSA), the project timeline, and which features were retained and excluded, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Lacorte's advisory vote.**

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

## **INSTRUCTIONAL RESOURCES**

**Item 4.a:** The Board received as information the Cypress College and Fullerton College Guided Pathways Self-Assessment Progress Reports.

Cypress College President JoAnna Schilling acknowledged the work of Lisa Gaetje, Ruth Gutierrez, Bryan Ventura, Kristina Oganessian, and all the faculty and staff who played a role. Trustees commended the report, the progress made, and the use of Program Mapper and Starfish and inquired about faculty participation in the learning outcomes assessment.

Interim Fullerton College President Gil Contreras acknowledged co-leads Dani Wilson and Matt Taylor and the Guided Pathways Steering Committee for their efforts. Trustees praised the report and the statistics related to students who had met with counselors and abbreviated educational plan statistics, and asked about the Males Achieving Success (MAS) conference and deficit mindset information.

Trustees suggested a Board presentation to show how programs like Program Mapper and Starfish work in real time.

Chancellor Breland thanked the colleges for their reports and noted that the NOCE report would be shared at the next Board meeting.

## **HUMAN RESOURCES**

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

### RETIREMENTS

Chan, Theodore	FC	Chemistry Instructor Eff. 07/01/2022 PN FCF645
Porter, Deidre	CC	Counselor Eff. 03/09/2022 PN CCF789

### CHANGE IN SALARY CLASSIFICATION

Gross, Jacqueline	FC	Graphic Arts Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/24/2020
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### LEAVE OF ABSENCE

@00004715	FC	Faculty SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 01/26/2022 (3 hours)
@00858534	FC	Faculty SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 02/22/2022 (7.5 hours) Eff. 02/23/2022 (7.5 hours) Eff. 02/24/2022 (7.5 hours)
@01344777	CC	Faculty AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental

Sick Leave until Exhausted; Unpaid thereafter  
Eff. 03/21/2022-04/08/2022

@01427701	CC	Director Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/11/2022-04/11/2022
@01504849	FC	Faculty SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 01/27/2022 (6.5 hours)
@01561338	CC	Faculty SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 02/01/2022-02/03/2022 (4 hours)
@01742083	FC	Faculty AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 04/21/2022-05/21/2022
@01874732	FC	Faculty AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/09/2022-03/25/2022
Barsamian, Aram	FC	Music Instructor Load Banking Leave With Pay (11.67%) Eff. 2022 Spring Semester
Lee, Eunju	CC	Mathematics Instructor Load Banking Leave With Pay (13.33%) Eff. 2022 Spring Semester
Tiangco, Jefferson	FC	ESL Instructor Load Banking Leave With Pay (1.67%) Eff. 2022 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 SPRING SEMESTER

Fleck, Jordan	CC	Column 1, Step 1
Johannsen, David	CC	Column 3, Step 1
Ko, Hyun	FC	Column 3, Step 1
Swytak, Judith	CC	Column 2, Step 1



Watts, Alisha	CC	Health Services Administrative Assistant 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 04/04/2022 PN CCC911
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#### VOLUNTARY CHANGES IN ASSIGNMENT

Zamorano, Karla	NOCE	Admissions and Records Technician (100%)  Temporary Change in Assignment To: FC Administrative Assistant II 12-month position (100%) Range 36, Step E + 5% Longevity Classified Salary Schedule Eff. 04/01/2022 – 06/30/2022 & 07/01/2022 – 03/31/2023
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#### PROFESSIONAL GROWTH & DEVELOPMENT

Reyes Cabezas, Julio	FC	Student Services Specialist 1 <sup>st</sup> Increment (\$400) Eff. 07/01/2022
Rodriguez, Stephanie	FC	Student Services Specialist 5 <sup>th</sup> Increment (\$400) 6 <sup>th</sup> Increment (\$400) Eff. 07/01/2024

#### STIPEND FOR ADDITIONAL AMINISTRATIVE DUTIES

Russell, Regina	NOCE	Administrative Assistant II 6% Stipend Eff. 02/15/2022 – 06/17/2022
Shahid, Quamrul	AC	IT Specialist, Network (100%) 6% Stipend Eff. 10/01/2021 – 06/30/2022

#### LEAVES OF ABSENCE

@00351480	FC	Student Services Specialist, Counseling (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/10/2022 – 01/13/2022 (40 hours)
@01194985	AC	Skilled Maintenance Mechanic (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 10/14/2021 (8 hours)

@00360504	FC	Administrative Assistant II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/18/2022 – 01/21/2022 (22 hours)
@01437161	FC	Director, Transfer Center (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/01/2022 – 02/02/2022 (16 hours)
@01648340	NOCE	Student Services Technician (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/23/2022 (9 hours); 02/24/2022 (6 hours)
@00783825	NOCE	Administrative Assistant III (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/03/2022 – 01/07/2022 (40 hours)
@01029453	CC	Administrative Assistant III, ISS (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 09/17/2021 (1 hour); 09/21/2021 (3 hours); 09/24/2021 (6 hours)
@01066339	FC	Evaluator (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 04/04/2022 – 04/29/2022 (Consecutive Leave)
@01764968	FC	Facilities Custodian I (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 10/06/2021 – 10/07/2021 (16 hours)
@00001615	CC	Facilities Custodian I (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/07/2022 – 01/11/2022 (24 hours)
@00005895	CC	Clerical Assistant (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/12/2022 – 01/14/2022 (20 hours)

@01518464	NOCE	Director, Administrative Services (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/06/2022 – 01/07/2022 (16 hours)
@01628620	FC	HVAC Mechanic II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/03/2022 – 01/07/2022 (40 hours)
@01211144	CC	Student Services Technician, Counseling (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/01/2022 – 02/08/2022 (48 hours)
@01601112	FC	Laboratory Clerk, Chemistry (100%) Unpaid Personal Leave Eff. 07/01/2022 – 07/06/2022
@01684049	FC	Student Services Specialist, Student Support Services (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/03/2022 – 01/10/2022 (48 hours)
@01520042	NOCE	Student Services Specialist, DSS (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/10/2022 – 01/14/2022 (40 hours); 01/18/2022 – 01/24/2022 (40 hours)
@01264519	NOCE	Facilities Custodian I (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/14/2022 (8 hours)
@01827224	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/17/2022 – 04/17/2022 (Consecutive Leave)
@00154537	AC	Risk Management Technician (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/03/2022 (8 hours); 01/05/2022 – 01/07/2022 (24 hours); 02/15/2022 (8 hours)
@01813270	CC	IT Technician II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and

Personal Necessity Leave Until Exhausted; Unpaid Thereafter  
Eff. 01/01/2022 – 06/30/2022 (Intermittent Leave)

@01813270	CC	IT Technician II (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 09/08/2021 (8 hours)
@01585168	CC	Carpenter (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/26/2022 – 02/04/2022 (64 hours)
@00981659	FC	Manager, Tutoring Programs (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/31/2022 – 02/02/2022 (24 hours)
@00007934	NOCE	Instructional Assistant, ESL (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/09/2022 – 02/11/2022 (15 hours)
@00370228	CC	HVAC Mechanic II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/14/2022 – 02/15/2022 (16 hours); 02/17/2022 (8 hours); 02/22/2022 – 02/25/2022 (24 hours)
@00212912	FC	Admissions and Records Technician (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/31/2022 (9 hours)
@01222444	CC	Financial Aid Technician (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 02/16/2022 (8 hours)
@00831637	FC	Administrative Assistant II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 01/04/2022 – 01/07/2022 (16 hours)
@00963335	CC	Groundskeeper (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 10/25/2021 – 10/26/2021 (16 hours)



@01256669	CC	Skilled Maintenance Mechanic (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 01/06/2022 – 01/07/2022 (16 hours)
@00007291	FC	Office Coordinator (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 01/03/2022 – 01/06/2022 (40 hours)
@01173571	FC	Administrative Assistant III, ISS (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 01/03/2022 – 01/04/2022 (18 hours)
@00955785	FC	Electrician (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 11/16/2021 – 11/18/2021 (18 hours)
@01729731	NOCE	Administrative Assistant III (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/21/2022 – 02/01/2022 (64 hours)
@01152625	CC	HVAC Mechanic II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/18/2022 – 01/28/2022 (72 hours)
@00881561	AC	Human Resources Coordinator (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Eff. 01/24/2022 – 01/25/2022 (18 hours); 01/27/2022 (3 hours)
@01573662	FC	Communications Specialist (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/13/2022 (8 hours)
@01818560	AC	District Director, Research, Planning, & Data Management (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/25/2022 – 01/28/2022 (32 hours)
@00158806	FC	Facilities Custodian I (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave

		Eff. 10/27/2021 – 10/29/2022 (24 hours)
@01058089	NOCE	Instructional Aide, High-School Lab (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/23/2022 (8 hours); 02/28/2022 (8 hours); 03/01/2022 (8 hours)
@01681651	CC	Administrative Assistant III, ISS (100%) Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/10/2022 – 04/22/2022 (Consecutive Leave)
@01000087	CC	Facilities Assistant (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/03/2022 – 01/07/2022 (40 hours)
@01148764	FC	Student Services Specialist, Counseling (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/28/2022 – 03/03/2022 (40 hours)
@01814499	NOCE	Manager, ESL/Citizenship (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/10/2022 – 01/13/2022 (32 hours)
@01631302	FC	Facilities Custodian I (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/01/2022 – 02/09/2022 (56 hours)
@00137922	CC	Clerical Assistant (50%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/08/2021 (4 hours)
@01323193	FC	Admissions and Records Specialist (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 04/04/2022 – 04/29/2022 (Consecutive Leave)
@01631302	FC	Facilities Custodian I (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 10/14/2021 – 10/15/2022 (16 hours)

@01671108

CC

Campus Safety Officer (100%)  
SB 95 (SPSL)  
Paid Leave Using Supplemental Paid Sick Leave  
Eff. 01/06/2022 – 01/07/2022 (16 hours);  
01/12/2022 – 01/13/2022 (16 hours);  
01/18/2022 – 01/19/2022 (16 hours)

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

(See Supplemental Minutes #1294 for a copy of the professional expert personnel listing.)

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

(See Supplemental Minutes #1294 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 #1294 for a copy of the volunteer listing.)

## GENERAL

**Item 6.a:** Prior to discussion on this item, Pamela Spence addressed the Board via public comment to share a statement from the CSEA website to share CSEA's stand on vaccines, their commitment to ensuring the safety of students and staff at schools, and the need for everyone to do their part.

It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jeffrey P. Brown to direct the District to ensure that all employees and students over the age of five who enter District facilities or come on campus be fully vaccinated or submit for weekly on-site testing (if not vaccinated) through the remainder of calendar year 2022. With this change, students will no longer have to prove vaccination status in order to register for classes. Employees and students who have been previously approved for religious or medical exemptions as defined by law will still be able to test weekly on site.

Trustee Ryan Bent expressed appreciation that the matter was brought before the Board and stated concern with mandated vaccines and the District requiring a potential third and fourth vaccine. He noted that ultimately those who are vaccinated can still get and spread COVID, that a two class system provides a false sense of security, and support for weekly testing.

Trustee Jeffrey P. Brown asked if the proposed policy matched other districts. Chancellor Breland responded that staff inquired with surrounding districts and that Coast, Rancho Santiago, and South Orange County Community College Districts have vaccine mandates in place until the Board changes it otherwise.

Trustee Ed Lopez sought clarification on the proposal which read like it was eliminating the mandate because it would allow for weekly testing for those that opt to not vaccinate. Chancellor Breland responded that yes that was being proposed in response to students and enrollment. Staff provided further clarification on the screening processes that would clear students to be on campus and how new students would not have to file for an exemption but

would have to commit to weekly testing. Trustee Ed Lopez stated that would result in fewer students being vaccinated and that the District should maintain mandatory vaccination due to recent COVID-19 surges in 18 countries. He noted that vaccinations are the most effective tool to end the pandemic, that the CDC recommends everyone be vaccinated and receive a booster, and that the District should keep the vaccine requirement and require a booster too.

Trustee Evangelina Rosales shared her support for continuing to require vaccines for students and requiring proof once they come on campus.

Trustee Stephen T. Blount stated that he was leaning towards not approving the motion and that the District should maintain the current vaccine requirements and process.

Trustee Barbara Dunsheath inquired whether if it was known what was driving the enrollment decline, how many students did not enroll because of the vaccine requirement, the impact on NOCE parenting and Kid's College classes, the split between in-person and online course offerings and whether high schools require vaccination. Subsequently she noted her desire to encourage vaccination and not go back, but concern with the age inclusion.

Student Trustee Erin Lacorte expressed support for extending the vaccine mandate and including a booster and highlighted the CDC recommendation for both and concern that the campuses would lose students and faculty if vaccines are eliminated.

Chancellor Breland clarified that the District cannot bar students from registering because of vaccination status.

Trustee Ed Lopez provided a friendly amendment to the motion and it was accepted by Trustees Brown and Dunsheath. The revised motion stated that the Board direct the District to keep the current vaccine mandate for all employees and students over the age of five who enter District facilities or come on campus, but extend it to include a single booster requirement for those over the age of 12 through the remainder of calendar year 2022. [emphasis added] **Motion carried with Trustees Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Lacorte's advisory vote and Trustees Bent and Blount voting no.**

Further authorization was granted to delegate authority to the Chancellor to take any and all actions necessary to develop and implement the COVID-19 vaccine requirement including processes for testing, record keeping, use of campus facilities, accommodations, and other related items.

**Item 6.b:** It was moved by Trustee Ryan Bent and seconded by Trustee Barbara Dunsheath to re-adopt the Board of Trustees Assessment Instrument. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Lacorte's advisory vote.**

**Item 6.c:** Board President Jacqueline Rodarte asked if there were any requests for potential future Board agenda items. She reiterated the request to see a Board presentation on Program Mapper and Starfish.

## CHANCELLOR'S STAFF COMMENTS

**Valentina Purtell** reported that the 2022 summer class schedule is now available online and will soon be mailed to homes in the District service area. She announced that a recent NOCE student panel discussion on learning preferences revealed a student preference for hybrid classes with easy and immediate access to faculty and support services. President Purtell shared plans for a one-stop Welcome Center at the Anaheim Campus that would be operational in Fall 2022. NOCE secured a contract with translation services in order to offer over 200 languages to their student population. She concluded her report by announcing that NOCE has reconnected with their long-standing partnership with the Anaheim City School District in order to offer in-person and online offerings.

**Gil Contreras** congratulated Cypress College President **JoAnna Schilling** on her campus presentation and **Mireya Alt** on her motivational remarks. He reported on his attendance at the March 12 production of "Hunchback of Notre Dame" and the pre-show foundation event that raised nearly \$40,000. Dr. Contreras announced the return of Fullerton College Night at Angel Stadium on April 23 where **Chancellor Breland** will throw out the first pitch and proceeds will support student scholarships. He congratulated **Deidre Hughes** on her well-deserved selection as the Fullerton College 2022 Faculty of the Year and the 2023 Orange County Teachers of the Year Nominee.

**JoAnna Schilling** invited everyone to attend the 55<sup>th</sup> Cypress College Commencement on May 20 that will celebrate the graduating classes of 2020, 2021, and 2022. She commended the "Caring Campus" group who distributed over 250 baskets to classified professionals last week and **Gloria Badal** on her selection as the Orange County Teacher of the Year nominee. Dr. Schilling noted that prior year nominees **Amanda Gargano** and **Tony Sanchez** would be celebrated at the Orange County Teacher of the Year Banquet on April 25. She concluded her report by announcing that the Cypress Bistro at the Anaheim Campus has reopened.

**Fred Williams** reported that the revised FPP for the Fullerton College 300 Building was approved by the State Department of Finance with a budget of approximately \$15 million and will be included in the May Revision of the State budget.

## RESOURCE TABLE PERSONNEL COMMENTS

**Raine Hambly** reported that with **Ty Volcy's** resignation from the District, she would assume the role of President of the District Management Association.

**Christie Diep** reported that the recent mediation between United Faculty and the District was productive with both teams taking a big step forward with the next session scheduled for March 31. She thanked the Board and **Chancellor Breland** for their support of a positive outcome that everyone can be proud of.

**Pamela Spence** reported on CSEA updates that included the recently ratified COVID-19 MOU with the District, welcome back events on March 31, future negotiations, delegate nominations for the Annual CSEA Conference, and member support discussions for a hybrid schedule.

**Dash Johnson** reported that Adjunct Faculty United received the CFT "Growing Our Power" Award in recognition of their drastic increase in membership. He noted the importance of

student and faculty interaction and stated that one way to increase that is through paid office hours for part-time faculty which he looked forward to negotiating the with District.

## **MEMBERS OF THE BOARD OF TRUSTEES COMMENTS**

**Student Trustee Erin Lacorte** congratulated the Fullerton College musical theater faculty for their production of the “Hunchback of Notre Dame” and reported on upcoming virtual events including the French Film Festival, Social Justice Week, and Transgender Day of Visibility.

**Trustee Jeffrey P. Brown** reported on recent report stating that the entire community college system had suffered fraudulent financial aid student applications and that the Board of Governors requested input on who had been affected. He stated that 40% of districts did not respond to the request and sought assurance that the District had complied.

**Trustee Evangelina Rosales** commended Cypress College for their great presentation to the Board and congratulated **Gloria Badal** and **Deidre Hughes** on their Orange County Teacher of the Year nominations.

**Trustee Barbara Dunsheath** thanked **President JoAnna Schilling** and her team for their report and highlighted two upcoming events: Fullerton College Night at Angel Stadium on April 23 and the Cypress College Americana Awards on March 26. She reported that at its recent meeting the Board of Governors discussed proposed regulatory language amending Title 5 to include diversity, equity, and inclusion (DEI) and accessibility standards and suggested the District conduct research into the proposal. She also shared that ACCJC is seeking new commissioners and has an application deadline of April 1.

**Board President Jacqueline Rodarte** reported on her attendance at the “Hunchback of Notre Dame” performance and her excitement at being on the Fullerton College campus for the event. She stated that she looked forward to attending the upcoming Americana Awards and gradually seeing more of the District’s historical events.

**NON-AGENDA PUBLIC COMMENTS:** There were no public comments.

**CLOSED SESSION:** At 7:58 p.m., Board President Jacqueline Rodarte adjourned the meeting to closed session per the following sections of the Government Code and stated 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**

**Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Fullerton College President.**

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

**Per Section 54957(a): THREAT TO PUBLIC SERVICES OR FACILITIES: Consultation with Security Consultant.**

**RECONVENE MEETING:** At 9:43 p.m., Board President Jacqueline Rodarte reconvened the meeting in open session.

**ADJOURNMENT:** At 9:43 p.m., it was moved by Trustee Evangelina Rosales and seconded by Trustee Stephen T. Blount to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

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Prepared By Recording Secretary for  
Evangelina Rosales, Secretary, Board of Trustees

UNAPPROVED