



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

MEETING: Regular Meeting in February 2014

DATE: Tuesday, February 11, 2014, at 5:30 p.m.

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

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

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

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [] in Sections 3 and 4**
- e. **Consider Personnel block-vote items indicated by [] in Section 5**

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

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

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

- f. **Reports:**

Chancellor

g. **Comments:**

**College Presidents/Provost
Resource Table Personnel
Members of the Board of Trustees**

2. a. **Approval of Minutes of the Special Closed Session Meeting of December 12, 2013, and the Only Regular Meeting of January 28, 2014.**

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 54956.9(a): CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: One (1) Potential Case.

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

**Claimant: Astra Builders, Inc.
Agency Claimed Against: NOCCCD**

Per Section 54954.5: CONFERENCE WITH REAL PROPERTY NEGOTIATOR: Fred Williams, Vice Chancellor, Finance & Facilities, regarding:

**Property: 1000 S. Leslie
La Habra, CA 90631
Negotiating Parties: To be Determined
Under Negotiation: Terms and Conditions**

3. **FINANCE AND FACILITIES**

[a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**

b. It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended December 31, 2013, as required by §58310 of Title 5.

[c] Authorization is requested to file the Notice of Completion for Bid #2013-14, Removal of Modular Buildings & Renovation of Parking Lot 10 at Fullerton College, with Astra Builders, Inc., and pay the final retention payment when due.

- [d] Authorization is requested to file the Notices of Completion of Work for PW 1011-003, Fullerton College Technology & Engineering Complex Project, with Doja, Inc., BP No. 1; Precision Concrete Construction, BP No. 2; Inland Building Construction Companies, Inc., BP No. 14; and Gilbert & Stearns, BP No. 18, and pay the final retention payments when due.
- [e] It is recommended that the Board approve Deductive Change Order #2 for Bid #2013-10, Anaheim Campus Sewage Ejector, with Pacific Plumbing Company of Santa Ana.

4. **INSTRUCTIONAL RESOURCES**

- [a] Authorization is requested to accept new revenue for the School of Continuing Education's Hands-On Job Training Grant.

5. **HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:
 - Change in Retirement Date
 - Additional Duty Days @ Per Diem
 - Leaves of Absence
 - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:
 - Retirement
 - New Personnel
 - Promotion
 - Professional Growth and Development
 - Leave of Absence
 - Administrative Leave With Pay
- [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 agreement with respect to reopener negotiations for the 2013-14 fiscal year, inclusive of all terms and conditions specified in the written settlement agreement between CSEA and its Chapter #167 and the District.

6. GENERAL

- a. It is recommended that the Board receive proposed, revised Board Policy 3250, Institutional Planning, as an information item and direct that it be placed on the agenda of the February 25, 2014, Board meeting.
- b. It is recommended that the Board receive proposed, revised Board Policy 5010, Admissions and Concurrent Enrollment, and proposed, revised Board Policy 5050, Matriculation, as information items and direct that they be placed on the agenda of the February 25, 2014, Board meeting.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	
DATE:	February 11, 2014	Information	
		Enclosure(s)	X
SUBJECT:	Ratification of Purchase Orders and Checks		

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 P0092506 - P0093423, check numbers C0039872-C0040061; F0173422-F0173796; Q0003326-Q0003379; 88423384-88424166; V0031199-V0031202; 70061445-70061477; disbursements E8514381-E8522595; 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 SCE 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 Higher One disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0092506-P0093423 through January 29, 2014, totaling \$598,615.02, and check numbers C0039872-C0040061, totaling \$703,310.40; check numbers F0173422-F0173796, totaling \$1,230,614.95; check numbers Q0003326-Q0003379, totaling \$3,636.12; check numbers 88423384-88424166, totaling \$3,603,578.21; check numbers V0031199-V0031202, totaling \$5,661.25; check numbers 70061445-70061477, totaling \$3,289.80; and disbursements E8514381-E8522595, totaling \$8,318,733.79, through January 31, 2014.

Fred Williams		3.a
Recommended by	Approved for Submittal	Item No.

BOARD RECAP
FOR THE PERIOD JANUARY 7, 2014, THROUGH JANUARY 29, 2014
BOARD MEETING 2/11/2014

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0092506	Cell Business Equipment	396.00		CC	Maintenance for Copier @ CC
P0092988	VR Mason	3,345.62	Capital Outlay	AC	Repair and Repaint at Various Areas at AC
P0093081	Goldstein, Jay	309.00		AC	Sabbatical Bond Reimbursement
P0093082	YBH Restaurants	495.73		CC	Catering - Legacy Graduation Dinner
P0093083	Diversified Business Services	907.96		CC	Custom Backpacks
P0093084	Trujillo, Tamara	300.00		AC	Sabbatical Bond Reimbursement
P0093085	Miller, Bruce	359.00		AC	Sabbatical Bond Reimbursement
P0093086	Odebunmi, Mary	318.30		AC	Sabbatical Bond Reimbursement
P0093087	Talwar, Ambika	365.00		AC	Sabbatical Bond Reimbursement
P0093088	Sign-A-Rama	550.05		SCE	Onsite Sign Installation
P0093089	Goodwill Industries of Orange County	2,500.00		FC	Blanket Order for Interpreting Services
P0093090	Dayle McIntosh Center for the Disabled	1,000.00		FC	Blanket Order for Interpreting Services
P0093091	PSS Physician Sales and Services	308.08		SCE	Pharmacy Supplies for SCE
P0093092	PSS Physician Sales and Services	2,622.95		SCE	Medical Supplies for SCE
P0093093	Flashingblinkylights.com Inc	288.03		FC	Blue Light Tip Pen with White LED
P0093094	Virtual Freelance Network	350.00		FC	Fullerton College Centennial
P0093106	Tredent Data Systems Inc	4,933.44		CC	Wireless Access Points
P0093108	T&S Machines	38,519.03		CC	Tools and Equipment for Automotive
P0093109	Sujian, Harout	1,000.00		CC	Blanket Order for Onsite Piano Tuning
P0093110	Angelus Pacific Co	5,000.00		FC	Parking Permits
P0093111	Inland Transmissions	850.00		CC	Blanket Order for Offsite Vehicle Repairs
P0093112	Crown Lift Trucks	296.21		AC	Lift Truck Repair
P0093113	Pyramed Health Systems	640.07		CC	Training for Pyramed Systems
P0093114	Sodexo Inc and Affiliates	133.92		FC	Catering
P0093115	Turf Star Inc	871.17		CC	Offsite Lawn Mower Repairs
P0093116	Sasco Electric	5,274.72		CC	Cable Installation
P0093117	Ganahl Lumber Co	246.80		CC	Facilities Supplies
P0093118	Office Depot	1,000.00		CC	Blanket Order for Office Supplies
P0093119	Division of the State Architect	9,500.00	Capital Outlay	AC	DSA Fee - CC HVAC System Replacement, TE-III, TE-II & Gym II
P0093120	B & H Photo Video Inc	1,106.60		CC	Photo Supplies
P0093121	Nexus IS Inc	3,293.97		CC	Control Command Center Equipment
P0093122	All In One Poster Company Inc	582.87		AC	Posters for HR
P0093123	RJ Electric	5,000.00		AC	Blanket Order for Onsite Electrical Repairs

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093124	Sodexo Inc and Affiliates	718.20		FC	Catering
P0093130	Columbia Dentoform Corp	900.65		CC	Dental Assisting Lab Supplies
P0093131	Proficient Plumbing Inc	1,730.00		AC	Onsite Plumbing Repairs
P0093132	CDW Government Inc	97.84		SCE	Software License
P0093134	SolarWinds Inc	894.00		AC	Software Annual Maintenance Renewal
P0093135	Postmaster - Cypress	200.00		CC	Postal Services
P0093136	Glendale Fence Co	1,175.00		AC	Onsite Fencing Installation
P0093137	World Wide Technology Inc	9,809.44		FC	Call Manager Software
P0093138	Art Angles Inc	375.00		SCE	Installation of Art Pieces
P0093139	The Fullerton Collaborative	75.00		FC	Chamber of Commerce Mixer
P0093140	Hudl	4,000.00		FC	Software
P0093141	Crisis Prevention Institute Inc	450.00		CC	Recertification Fees
P0093142	GST	2,546.58		CC	Office Supplies
P0093143	Sodexo Inc and Affiliates	202.71		FC	Catering - STEM Math Colloquium & Competitions
P0093144	Sodexo Inc and Affiliates	123.93		FC	Catering for FC Basic Skills
P0093145	Sodexo Inc and Affiliates	216.78		FC	Catering for FC Basic Skills
P0093146	Sodexo Inc and Affiliates	138.77		FC	Catering for FC Basic Skills
P0093147	Jamex Inc	2,000.00		CC	Blanket Order for Supplies
P0093148	Baker & Taylor Inc	5,000.00		FC	Blanket Order for Library Books
P0093149	Home Depot	250.00		CC	Blanket Order for Supplies
P0093150	Sasco Electric	3,278.88		CC	Cable Installation
P0093151	Pearson	928.86		FC	Textbooks
P0093153	Special T's Marketing	453.33		AC	Polo Shirts for HR staff
P0093154	FPC Graphics	927.45		FC	Parking Citations
P0093155	The Wall Street Journal	446.47		FC	Subscription
P0093156	LA Computer Company	129.60		AC	Computer Supplies
P0093157	Office Depot	800.00		CC	Blanket Order for Office Supplies
P0093158	Eberhard Equipment	400.00		FC	Blanket Order for Tractor Parts
P0093159	OCLB Consortium	150.00		CC	Membership
P0093160	Maintex Inc	5,000.00		CC	Blanket Order for Toilet Paper
P0093161	Office Depot	1,000.00		CC	Blanket Order for Office Supplies
P0093162	Dynamic Systems Inc	838.37		AC	Software Support Renewal
P0093163	The Dodge Company	62.92		CC	Mortuary Science Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093164	Case & Sons Construction Inc	3,360.00	Capital Outlay	AC	Repairs Parking Deck Planter at AC
P0093165	Fuller Truck Accessories	442.39		CC	Tool Box
P0093166	Pauls Tarpaulins & Merchandise Inc.	256.81		CC	Canopy
P0093167	Skips Electric Inc	3,980.00		CC	Onsite Electrical Outlet Installation
P0093172	Orange County Water District	910.80		CC	Water Production Statement
P0093173	Total Western Inc	4,375.00		FC	Onsite Boiler Repairs
P0093174	Office Depot	803.79		CC	Office Supplies
P0093176	Eberhard Equipment	16,173.01		CC	Commercial Mower
P0093177	Orange County Air Conditioning	1,633.84		CC	Onsite HVAC Repairs
P0093178	Amazon com	71.51		SCE	Office Supplies
P0093179	CDW Government Inc	1,431.97		SCE	Computer Pens
P0093180	Declues, Burkett & Thompson LLP	1,915.52		AC	Legal Fees for District Risk Management
P0093182	YBH Restaurants	502.74		CC	Catering
P0093183	Sesac Inc	143.00		FC	Radio License Fee
P0093184	Action Door Controls Inc.	2,001.00		FC	Onsite Door Repairs
P0093185	Palomar Community College District	7,796.64		CC	Online Facilitation Contract
P0093186	Hospital Associates	5,422.95		CC	Tensabarriers
P0093187	GST	3,139.86		CC	Career Center Student Lab Media Center
P0093188	Bell Pipe & Supply Co	360.72		CC	Motor
P0093189	Carolina Biological Supply Co	134.56		CC	Science Lab Supplies
P0093190	Bio Corporation	1,541.42		CC	Science Lab Supplies
P0093191	Hardy Diagnostics	278.49		CC	Science Lab Supplies
P0093192	Monkey Sports Inc	165.40		FC	Basketballs
P0093193	Sprint Nextel	37.58		AC	Wireless Phone
P0093195	Wards Natural Science Est LLC	206.40		CC	Science Lab Supplies
P0093196	National Association of Veterans Program Administrators	275.00		FC	Institutional Membership
P0093197	Bio Rad Laboratories	193.92		CC	Science Lab Supplies
P0093198	Pitney Bowes Inc	2,043.67		AC	Maintenance Agreement on Mailroom Equipment
P0093199	Postmaster - Fullerton	600.00		AC	Postal Permit Fees
P0093200	South Coast Air Quality Management District	3,222.43		FC	Air Quality Management Fees
P0093201	O'Reilly Automotive Inc	2,238.90		CC	Auto Parts
P0093202	South Coast Air Quality Management District	123.76		FC	Air Quality Management Fees
P0093203	City of Anaheim	32.00		AC	Business Tax Renewal

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093204	Sprint Nextel	150.00		AC	Blanket Order for Wireless Phone Services
P0093205	Amazon com	72.00		CC	Science Lab Supplies
P0093206	Sodexo Inc and Affiliates	1,125.63		FC	Catering
P0093207	The ELS Group, LLC	20,000.00		AC	Search Consultant for VC ES & T Recruitment
P0093208	Cal Pro Specialties	336.72		SCE	Promotional Items
P0093209	Ran Graphics Inc	24,793.07		SCE	Spring 2014 Class Schedule for SCE
P0093210	WMFY We Mail For You	2,730.00		SCE	2014 Spring Term Schedule Mailing for SCE
P0093211	Educational Innovations Inc	110.63		CC	Science Lab Supplies
P0093212	The Science Source LLC	367.20		CC	Science Lab Supplies
P0093213	Cynmar Corporation	413.87		CC	Science Lab Supplies
P0093214	TGI Direct Inc	2,619.38		CC	Text Books for CC Auto Technology
P0093215	McCoy Mills Ford	3,000.00		FC	Blanket Order for Offsite Automotive Repairs
P0093216	Martinez Nursery	500.00		CC	Blanket Order for Nursery Supplies
P0093217	Bearcom Wireless Worldwide	500.00		CC	Blanket Order for Radio Supplies
P0093218	Action Door Controls Inc.	1,000.00		CC	Blanket Order for Onsite Door Repairs
P0093220	Home Depot	301.33		CC	Rotary Hammer
P0093221	Tomark Sports	199.00		FC	Onsite Backboard Repairs
P0093222	Island Advertising Specialties	372.83		FC	Marketing Supplies
P0093223	Bourget, Alain	175.00		FC	Honorarium
P0093224	Sargent Welch / VWR	676.13		CC	Science Lab Supplies
P0093225	Western Highway Products	471.42		CC	Fencing Supplies
P0093226	FLW Inc	950.40		AC	Air Velocity Meter for Risk Management
P0093227	Computerland of Silicon Valley	323.00		FC	Software
P0093229	CDW Government Inc	383.00		SCE	Scanner
P0093231	Broadcast Music Inc	3,133.04		CC	Music License Fee
P0093232	Sesac Inc	1,115.73		CC	Music License
P0093233	Science First	63.41		CC	Science Lab Supplies
P0093234	CDW Government Inc	6,634.16		SCE	Computer Equipment
P0093235	ServiceFirst	5,000.00		CC	Blanket Order for Onsite Refrigeration Repairs
P0093236	Nova Coast Inc	895.00		AC	GroupWise User License & Maintenance
P0093237	Sargent Welch / VWR	189.83		CC	Physics Lab Supplies
P0093238	Hui, Arthur	309.00		AC	Sabbatical Bond Reimbursement
P0093239	Sign-A-Rama	367.21		AC	Onsite Sign Installation

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093240	Tomory, Steve	850.00		CC	NATEF Certification Training
P0093241	South Coast Air Quality Management District	1,570.55		AC	Emissions Fees
P0093242	Scantron Corporation	404.10		CC	Test Forms
P0093243	Office Depot	250.00		FC	Blanket Order for Office Supplies
P0093244	Shinder, David	20,000.00		SCE	Contractor for Grant Development Activities
P0093245	Monkey Sports Inc	4,410.48		FC	Athletic Uniforms
P0093246	Police & Fire Publishing	129.60		FC	Workbooks
P0093247	Adamson Police Products	233.28		FC	Classroom Supplies
P0093248	Sodexo Inc and Affiliates	86.36		FC	Catering
P0093249	City of Fullerton	305.00		FC	Advertising for Fine Arts Events
P0093250	Amazon com	113.86		FC	Books
P0093251	Broadcast Music Inc	4,906.07		FC	Broadcasting Fees
P0093252	Jack-X-Change	500.00		FC	Blanket Order for Offsite Repairs
P0093253	Minchillo, Cynthia	515.60		FC	Reimbursement for Airfare for Site Visit
P0093254	Total Western Inc	1,225.00		FC	Onsite Boiler Repairs
P0093255	Havard, Doug	175.00		FC	Honorarium
P0093256	Home Depot	2,624.22		FC	Hardware Supplies for FC Theatre Arts
P0093258	Doubletree Hotel by Hilton Milwaukee Downtown	4,175.50		FC	Hotel Lodging for American College Dance Festival Attendees
P0093294	Ellucian Company LP	500.00		AC	Subscription
P0093295	Action Door Controls Inc.	3,038.00		CC	Onsite Door Repairs
P0093297	Psychological Assessment Resources Inc	1,283.04		SCE	Testing Materials
P0093298	Digital Networks Group Inc	24,625.07		CC	Smart Classroom Equipment
P0093299	Bearcom Wireless Worldwide	222.72		CC	Radio Supplies
P0093300	Pearson	6,912.48		SCE	Textbooks
P0093301	KT Industries Inc	4,040.00		CC	Onsite Electrical Repairs
P0093302	Computerland of Silicon Valley	101.00		FC	Software
P0093303	Ingardia Bros Produce Inc	8,000.00		CC	Blanket Order for Culinary Supplies
P0093304	Newport Meat Company	1,000.00		CC	Blanket Order for Culinary Supplies
P0093305	Qzina Specialty Foods North America (USA) Inc	1,000.00		CC	Blanket Order for Culinary and Baking Supplies
P0093306	Quest Diagnostics Inc	5,000.00		FC	Blanket Order for Laboratory Services
P0093307	Amazon com	185.01		SCE	LEAP Program Supplies
P0093308	Home Depot	5,000.00		CC	Open Order for Hardware Supplies
P0093309	American Association for Paralegal Education	450.00		FC	Membership for Paralegal Education

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093310	Beatty, John	150.00		FC	Honorarium
P0093311	Alabi, Jessica	300.00		FC	Honorarium
P0093312	Western States Inc.	368.25		FC	Onsite Washing Machine Repairs
P0093313	Vista Paint Corporation	3,876.13		FC	Paint Supplies
P0093314	Mitchell 1	1,348.93		FC	Software
P0093315	Competitive Aquatic Supply Inc	1,284.05		FC	Athletic Uniforms
P0093316	Avid Technology Inc	5,500.00		FC	Workshop for FC Music Technology Program
P0093317	CLIA Laboratory Program	150.00		FC	Laboratory User Fees
P0093318	County of Orange	371.25		FC	Secured Property Tax Bill
P0093319	Goodwill Industries of Orange County	20,000.00		FC	Blanket Order for Interpreting Services
P0093320	Classic Party Rentals	1,515.26		FC	Rental Fees
P0093321	CPP Inc	6,350.00		FC	Software
P0093323	Orange County Business Council	5,000.00		AC	Annual Membership for Chancellor's Office
P0093324	KT Industries Inc	5,200.00		CC	Onsite Electrical Repairs
P0093325	America's Tire Company	1,500.00		FC	Blanket Order for Offsite Vehicle Repairs
P0093326	Split Image Graphic Design	162.00		CC	Advertising
P0093333	Southwestern Bag Co LP	1,104.19		FC	Classroom Supplies
P0093334	Arts Orange County	9,000.00		FC	Event Coordination for Conference
P0093335	Flynn Plumbing Company, Inc	6,800.00		FC	Onsite Plumbing Repairs
P0093336	Landauer Inc	1,447.53		CC	Radiation Badge Monitoring Services
P0093337	Federal Express	47.88		AC	Mailing Services
P0093339	OC Fair & Event Center	100.00		SCE	OC Fair Booth
P0093340	Discount School Supply	290.35		FC	Child Development Lab Supplies
P0093341	Pacific Coast Entertainment	7,129.24		FC	Video Equipment Rental for FC Centennial
P0093342	Apple Computer Inc	2,670.86		FC	Computer
P0093343	Division of the State Architect	1,500.00		FC	DSA Fees - FC Parking Lot 8 Portables Removal
P0093344	Power Toyota Buena Park	955.40		CC	Auto Parts
P0093345	Trade Supplies Inc	300.00		CC	Blanket Order for CC Culinary Arts
P0093347	Nature Explore	1,296.08		FC	Child Development Lab Supplies
P0093348	CDW Government Inc	105.81		SCE	Computer Parts
P0093349	Rodriguez & Associates LLC	1,229.06		CC	Vacuum Cleaners (5)
P0093350	Tutor Time Learning Center	2,528.72		CC	Blanket Order for CalWORKs Childcare
P0093351	Pocket Nurse Enterprises Inc	177.14		CC	Health Science Lab Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093352	Symantec Corporation	9,570.00		AC	Software and Maintenance
P0093354	Infante, Jonathan	3,800.00		FC	Videographer for FC Centennial
P0093355	Colette's Catering and Specialty Cakes Inc	355.05		AC	Catering for Districtwide Staff Development
P0093356	Heinbuch, Danielle	41.85		AC	Reimbursement for Starbucks Coffee for DMA Coaching Clinic
P0093357	Big Ceramic Store.com	400.00		CC	Blanket Order for Ceramic Supplies
P0093358	Republic Master Chefs Textile Rental Services	1,150.00		CC	Blanket Order for Linen Rental
P0093359	Professional Binding Products Inc	24.62		CC	Book Binders
P0093360	Midwest Medical Supply Co LLC	2,790.29		CC	Nursing Skills Lab Supplies
P0093361	Freestyle Camera	1,500.00		FC	Blanket Order for Photography Supplies
P0093362	General Air Compressors Inc	118.79		CC	Onsite Air Compressor Repairs
P0093363	GST	4,456.14		FC	Computers
P0093364	Portland Children's Museums	272.20		FC	Child Development Lab Supplies
P0093365	Office Depot	99.32		FC	Office Supplies
P0093368	Sodexo Inc and Affiliates	66.15		FC	Catering - Math Best Practices Event
P0093369	Embassy Suites	678.03		FC	Hotel Fees
P0093371	Patterson, Robert	500.00		FC	Piano Parts
P0093372	Office Depot	20.59		FC	Office Supplies
P0093373	OCAP Supply	68.52		SCE	Refrigerator Filter
P0093374	Office Depot	1,000.00		SCE	Blanket Order for Office Supplies
P0093375	National Coalition of Advanced Technology Centers	600.00		SCE	Annual Membership
P0093376	Anaheim Chamber of Commerce	180.00		SCE	City Luncheon
P0093377	Vision Marking Devices	263.89		CC	Office Supplies
P0093379	Clarke, Edward	50.00		FC	EOPS Conference Performer
P0093380	Barragan, Rafael	300.00		FC	EOPS Conference DJ
P0093381	Mobley, Tshaye-weta	100.00		FC	EOPS Conference Dancer
P0093387	Store Supply Warehouse LLC	768.86		SCE	Office Supplies
P0093389	Sesac Inc	1,765.55		FC	Music License Fees
P0093390	Plumbmaster	155.65		CC	Plumbing Supplies
P0093391	Amazon com	145.02		CC	Science Lab Supplies
P0093394	Thomson Reuters	357.00		AC	Manual for Payroll
P0093395	CBS Radio Inc	19,985.00		FC	Radio Advertising
P0093396	Lippolt-Rios, Angela	60.00		CC	Reimbursement for Book
P0093397	Vortex Industries Inc	366.00		CC	Onsite Steel Door Repairs

BOARD RECAP
FOR THE PERIOD JANUARY 7, 2014, THROUGH JANUARY 29, 2014
BOARD MEETING 2/11/2014

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093398	International E-Z Up Inc	2,638.84		FC	Canopies
P0093399	Coastal Carbonic	510.00		CC	Blanket Order for Beverage Supplies
P0093400	Art Supply Warehouse	600.00		CC	Blanket Order for Classroom Supplies
P0093401	Amazon com	185.50		CC	Science Media Supplies
P0093402	Amazon com	200.29		CC	Auto Tech Supplies
P0093403	Bell Pipe & Supply Co	1,205.28		CC	Plumbing Supplies
P0093404	MSC Industrial Supply Co Inc	3,000.00		FC	Blanket Order for Instructional Supplies
P0093405	Lynde-Ordway Co Inc	164.09		CC	Lubricating Oil
P0093406	Hopkins, Jesse	2,500.00		FC	Graphic Design Services
P0093407	Ellucian Company LP	2,400.00		AC	Computer Off Campus/Online Support
P0093408	Sally Beauty Supply 653	1,000.00		FC	Blanket Order for Cosmetology Supplies
P0093409	A-S Medication Solutions LLC	5,000.00		FC	Blanket Order for Medical Supplies
P0093410	The Machado Environmental Corp	5,775.00		FC	Onsite HVAC Repairs
P0093411	The Machado Environmental Corp	4,535.00		FC	Onsite HVAC Repairs
P0093412	Scantron Corporation	269.57		FC	Testing Supplies
P0093413	Ellis, Pilar	229.81		FC	Reimbursement for International Students Center Welcome Dinner
P0093414	EX Libris Users of North America	35,982.23		AC	Software Maintenance
P0093418	Matco Tools	2,005.10		CC	Rotating Head Tool
P0093420	Fire Mountain Gems & Beads Inc	630.35		FC	Classroom Materials
P0093422	Lacosta, Ray	400.00		FC	Guess Speaker
P0093423	Gilbert & Stearns Inc	708.00	Bond	AC	Repair FC Bldg. 900 Gate Controller Feed

598,615.02

Approved by: _____
Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	February 11, 2014	Resolution	_____
SUBJECT:	Quarterly Financial Status Report Ended December 31, 2013	Information	X
		Enclosure(s)	X

BACKGROUND: Pursuant to §58310 of Title 5 of the California Code of Regulations, the Chief Executive Officer of each community college district shall submit a report showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board on a quarterly basis.

The Chief Executive Officer of each community college district shall also prepare a quarterly report based on measurements and standards as established by the Board of Governors of the California Community Colleges and certified on forms provided by the State Chancellor. It is further required that this report be reviewed by the district governing board and entered into the minutes of a regularly scheduled meeting.

Accordingly, attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the quarter ended December 31, 2013. This agenda item was submitted by Rodrigo Garcia, Interim District Director, Fiscal Affairs.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6300, Fiscal Management.

FUNDING SOURCE AND FINANCIAL IMPACT: The State Chancellor's Office requires that the District file a quarterly financial status report known as the CCFS-311Q. This agenda item does not result in any financial impact to the District.

RECOMMENDATION: It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended December 31, 2013, as required by §58310 of Title 5.

Fred Williams

Recommended by

Approved for Submittal

3.b

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 11, 2014	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Notice of Completion for Bid #2013-14, Removal of Modular Buildings & Renovation of Parking Lot 10 at Fullerton College	Enclosure(s)	<u> </u>

BACKGROUND: On June 25, 2013, the Board awarded a contract to Astra Builders, Inc. for the Removal of Modular Buildings & Renovation of Parking Lot 10 project at Fullerton College. The project is now complete. Filing of the Notice of Completion is now required. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Once the contract is closed out, the final retention payment will be charged to the Capital Outlay Fund, released, and paid when due.

RECOMMENDATION: Authorization is requested to file the Notice of Completion for Bid #2013-14, Removal of Modular Buildings & Renovation of Parking Lot 10 at Fullerton College, with Astra Builders, Inc., and pay the final retention payment when due. Authorization is further requested for the Vice Chancellor, Finance & Facilities, to sign the Notice of Completion on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.c

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	_____
DATE:	February 11, 2014	Information	_____
		Enclosure(s)	_____
SUBJECT:	Notices of Completion of Work for PW 1011-003, Fullerton College Technology & Engineering Complex Project		

BACKGROUND: The Board awarded contracts for PW 1011-003, Fullerton College Technology & Engineering Complex Project. On May 10, 2011, the Board awarded contracts to Doja, Inc., BP No. 1, to furnish demolition and abatement services; and to Inland Building Construction Companies, Inc., BP No. 14, to furnish miscellaneous specialties. On May 24, 2011, the Board awarded contracts to Precision Concrete Construction, BP No. 2, to furnish site concrete, structural concrete, site work, shoring, excavation and concrete masonry units; and to Gilbert & Stearns, BP No. 18, to furnish electrical, fire alarm, and data on May 24, 2011. The contracts are now complete and filing of the Notices of Completion of Work is now required. This agenda item was submitted by Richard Williams, District Director, Facilities Planning & Construction.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Once the contract is closed out, the final retention payment will be charged to the appropriate local bond and capital outlay funds, released, and paid when due.

RECOMMENDATION: Authorization is requested to file the Notices of Completion of Work for PW 1011-003, Fullerton College Technology & Engineering Complex Project, with Doja, Inc., BP No. 1; Precision Concrete Construction, BP No. 2; Inland Building Construction Companies, Inc., BP No. 14; and Gilbert & Stearns, BP No. 18, and pay the final retention payments when due. Authorization is further requested for the Vice Chancellor, Finance & Facilities, to sign the Notice of Completion on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.d

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: February 11, 2014
SUBJECT: Deductive Change Order #2 for Bid #2013-10,
Anaheim Campus Sewage Ejector

Action X
Resolution
Information
Enclosure(s)

BACKGROUND: The Board awards contracts for various public works projects. Public Contract Code §20659 requires Board approval for a Change Order to a Public Works Bid. The District and the engineer have approved the deductive change order #2 provided by Pacific Plumbing Company of Santa Ana. The change order reduces the scope of work to include elimination of a temporary basin (during construction phase) and line deletion, slurry encasement, and underground lines. The original contract amount was \$256,000; the revised contract amount is \$247,996. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The change order totaling \$8,004 will be deducted from the Project Capital Outlay funds.

RECOMMENDATION: It is recommended that the Board approve Deductive Change Order #2 for Bid #2013-10, Anaheim Campus Sewage Ejector, with Pacific Plumbing Company of Santa Ana in the amount of \$8,004. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the contract agreement on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.e

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 11, 2014	Resolution	<u>X</u>
SUBJECT:	School of Continuing Education Disabled Student Programs and Services (DSPS) Hands-on Job Training Grant	Information	<u> </u>
		Enclosure(s)	<u>X</u>

BACKGROUND: The School of Continuing Education (SCE) Disabled Student Programs and Services (DSPS) Department has been awarded a Hands-on Job Training Grant from the State Council on Developmental Disabilities for the period of January 2, 2014, through September 30, 2014. The award agreement was recently received from the State Council on Developmental Disabilities. This is the third consecutive year that DSPS has been awarded this grant.

Partners for this project include: East Los Angeles Regional Center, Harbor Regional Center, Regional Center of Orange County, South Central Los Angeles Regional Center, State Council on Developmental Disabilities, and Westside Regional Center. By partnering with the State Council on Developmental Disabilities, the DSPS Independent Living Skills class will provide inclusive vocational education for students.

This item is submitted by Denise Simpson, Director of DSPS.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The School of Continuing Education's Disabled Student Programs and Services Department has been awarded \$9,970 for use beginning January 2, 2014, through September 30, 2014.

RECOMMENDATION: Authorization is requested to accept new revenue for the School of Continuing Education's Hands-on Job Training Grant in the amount of \$9,970 for the period of January 2, 2014, through September 30, 2014. It is also requested that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. 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.

Greg Schulz

4.a.1

Recommended by

Approved for Submittal

Item No.

**School of Continuing Education
State Council on Developmental Disabilities - Hands-on Job Training Grant**

**Budget
January 2, 2014 - September 30, 2014**

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>					<u>PROPOSED BUDGET</u>
20000 Noninstructional Salaries						
Hourly - Professional	16931	8910	23400	6420	N	\$4,320
Hourly - Professional	16931	8940	23400	6420	N	4,320
30000 Employee Benefits						
Employee Benefits	16931	8910	30000	6420	N	465
Employee Benefits	16931	8940	30000	6420	N	465
40000 Supplies and Materials						
Instructional Supplies & Materials	16931	8910	43000	6420		\$400
Grand Totals						\$9,970
80000 Revenue						
Other Federal Revenues	16931	8910	81900	6420		\$9,970

4.a.2
Item No.

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund, for fiscal year 2013-2014, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8199	Other Federal Revenues	\$ <u>9,970</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
2300	Hourly - Professional	\$ 8,640
3100	Employee Benefits	930
4000	Supplies and Materials	400
	TOTALS	<u>\$ 9,970</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA))
) SS
COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on February 11, 2014, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the ____ day of _____ .

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 11, 2014 Resolution _____
SUBJECT: Academic Personnel Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

CHANGE IN RETIREMENT DATE

Krinke, Gary	FC	Dramatic Arts Instructor From: 01/24/2014 To: 01/25/2014 PN FCF846
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ADDITIONAL DUTY DAYS @ PER DIEM

Bedard, Dana	CC	Head Coach, Golf	13 days
Beidler, Larry	CC	Head Coach, M&W Swimming	13 days
Pickler, Brad	CC	Head Coach, Softball	15 days
Pickler, Scott	CC	Head Coach, Baseball	15 days
Pinkham, Bill	CC	Asst. Coach, Baseball	11 days

LEAVES OF ABSENCE

Chan, Theodore	FC	Chemistry Instructor Load Banking Leave With Pay (3.33%) Eff. 2014 Spring Semester
Nusbaum, David	CC	Mathematics Instructor Rescind Load Banking Leave With Pay Eff. 2014 Spring Semester
Pickler, Scott	CC	Physical Education Instructor Load Banking Leave With Pay From: 19.50% To: 20.87% Eff. 2014 Spring Semester
Seaton, Derry	FC	Philosophy Instructor Load Banking Leave With Pay From: 20.00% To: 13.33% Eff. 2014 Spring Semester
Takahashi, Kazuyo	CC	Foreign Language Instructor Load Banking Leave With Pay (13.33%) Eff. 2014 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 SPRING SEMESTER,
WINTER/SPRING TRIMESTER

Antunez, Heather	CC	Column 1, Step 0
Armstrong, Paul	FC	Column 1, Step 0

Academic Personnel
February 11, 2014

Asman, Chelsea	FC	Column 1, Step 0
Baker, Maureen	CC	Column 1, Step 0
Berryhill, Robert	FC	Column 2, Step 0
Brown, Anthony	CC	Column 1, Step 0
Cervantes-Laurean, D	FC	Column 1, Step 0
Daum, Gordon	FC	Column 1, Step 0
Davidson, Anne	FC	Column 1, Step 0
Devirgilio, Desiree	FC	Column 1, Step 0
Godfrey, Donald	FC	Column 2, Step 2
Godwin, Angelina	CC	Column 1, Step 0
Hanberg, Eric	FC	Column 1, Step 0
Keller, Daniel	CC	Column 1, Step 0
Kim, Kendrick	FC	Column 2, Step 0
Lewis, Lisa	CC	Column 1, Step 0
LoBasso, Lily	CC	Column 1, Step 0
Lozano, George	FC	Column 1, Step 0
Miranda, Pavielle	CC	Column 1, Step 0
Mullins, Robert	FC	Column 1, Step 0
Noyce, Derrick	FC	Column 3, Step 0
Navarro, Arturo	CC	Column 1, Step 0
Ponzillo, Gizelle	SCE	Column 2, Step 0
Portman, Sharon	FC	Column 2, Step 0
Robinson, Edward	FC	Column 1, Step 0
Runde, Jessica	FC	Column 1, Step 0
Sayyadi, Leila	FC	Column 1, Step 0
Shan, Clarissa	CC	Column 2, Step 0
Simmons, Jim	FC	Column 2, Step 0
Steele, Richard	FC	Column 1, Step 0
Stewart, Melanie	CC	Column 1, Step 0
Suzuki, Masaru	CC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Antunez, Heather	CC	Column 1, Step 0
Hurley, Jennifer	CC	Column 1, Step 0
Masson, Sandy	CC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Battistelli, L'Oreal	CC	Column 1, Step 0
Cooper, Graziella	FC	Column 1, Step 0
Do, Mina	CC	Column 1, Step 0
Hogenauer, Tyrone	CC	Column 3, Step 0
Markalanda, Piyali	CC	Column 1, Step 0
Mohr, Lawrence	CC	Column 2, Step 0
Nguyen, Hoang	CC	Column 1, Step 0

Academic Personnel
February 11, 2014

Ramirez, Clara	FC	Column 1, Step 0
Ramirez, Odilon	CC	Column 1, Step 0
Sayyadi, Leila	CC	Column 1, Step 0
Torres, Martin	CC	Column 1, Step 0

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 11, 2014 Resolution _____
SUBJECT: Classified Personnel Information _____
Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.b.1

Item No.

Classified Personnel
February 11, 2014

RETIREMENT

Nelson, Lisa FC Athletic Therapist
11-month position (100%)
Eff. 07/01/2014
PN FCC823

NEW PERSONNEL

Lee, Jenny CC Accounting Technician
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 02/12/2014
PN CCC846

Nelson, Jessica CC Special Project Director/Student Success & Support
Temporary Management Position (100%)
Range 3
Special Project Administrator Daily Rate Schedule
Eff. 02/12/2014 – 06/30/2014
PN CCT992

PROMOTION

Bailey, Wendy FC Administrative Assistant I
12-month position (100%)
PN FCC981

To: FC Administrative Assistant III
12-month position (100%)
Range 41, Step B + 5% Longevity
Classified Salary Schedule
Eff. 02/12/2014
PN FCC928

PROFESSIONAL GROWTH & DEVELOPMENT

Fajardo, Karla CC Clerical Assistant II (100%)
2nd Increment (\$350)
Eff. 07/01/2015

Classified Personnel
February 11, 2014

LEAVES OF ABSENCE

Lamb, Darin	FC	Groundskeeper (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/13/2014 -- 02/11/2014 (Consecutive Leave)
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Villegas, Fatima	FC	Financial Aid Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 02/18/2014 -- 05/13/2014 (Consecutive Leave)
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ADMINISTRATIVE LEAVE WITH PAY

Carter, Jamail	FC	Director, Institutional Research and Planning Eff. 01/31/2014
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 11, 2014

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? Not applicable.

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts
February 11, 2014

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Alderson, Tiana	FC	Project Expert	Light and Audio Event Programmer	26	01/05/2014	02/08/2014
Alderson, Tiana	FC	Project Expert	Light and Audio Event Programmer	26	03/17/2014	06/02/2014
Bassett, Tracy	AC	Project Expert	2014 Bond Measure Project	26	01/20/2014	06/01/2014
Betkey, Carly	FC	Project Expert	Graduate Student Internship Program (BSI Project #8)	12	01/27/2014	05/24/2014
Blanchard, Donald	CC	Technical Expert II	T TEN Toyota Technical Coordinator	10	01/22/2014	06/06/2014
Brock, Julie	FC	Project Expert	Student Diversity Success Initiative	10	01/27/2014	03/02/2014
DiDonato, Danielle	FC	Technical Expert I	Accompanist	22	02/03/2014	06/15/2014
Durfey, Karin	CC	Technical Expert I	Nursing Enrollment Growth Grant	15	01/27/2014	03/21/2014
Foster, Chelsea	CC	Project Expert	Financial Aid Outreach and Media Development Assistant	26	01/29/2014	06/30/2014
Hampton, Bradley	CC	Technical Expert I	Piano Accompanist/Player	15	03/03/2014	05/23/2014
Huipe, Emmanuel	FC	Project Expert	Light and Audio Event Programmer	26	01/21/2014	02/22/2014
Huipe, Emmanuel	FC	Project Expert	Light and Audio Event Programmer	26	03/15/2014	06/24/2014
Johnson, Ernest	FC	Project Expert	Student Diversity Success Initiative	12	01/14/2014	05/30/2014
Johnson, Ernest	FC	Project Expert	Incite – Academic Support for Student Athletes	12	01/14/2014	05/30/2014
Johnstone, Deborah	SCE	Project Coordinator	SoCal Sheet Metal JATC	26	02/05/2014	02/20/2014
Kominek, Bridget	FC	Project Expert	Writing Center Workshop for Under-Prepared Students	12.5	05/26/2014	06/06/2014
Leigh, Alexander	CC	Technical Expert I	Piano Accompanist	10	02/03/2014	05/26/2014
Mooney, Eileen	FC	Project Expert	Graduate Student Internship Program (BSI Project #8)	12	01/27/2014	05/24/2014
Nunez, Vincent	FC	Project Expert	ESL Specialist	12	02/03/2014	05/23/2014
Peterson, Queen	FC	Project Coordinator	Student Diversity Success Initiative	8	01/29/2014	06/13/2014
Pinkowitz, Barbara	CC	Technical Expert II	Allocation Transition	7	02/03/2014	05/30/2014

Professional Experts
February 11, 2014

Primm, John	CC	Technical Expert I	Videographer (archives, publicity)	10	03/03/2014	05/26/2014
Rafferty, Jennifer	CC	Technical Expert I	PERKINS IV – Enhancing Student Success	3	01/27/2014	05/23/2014
Rodriguez, Eric	FC	Project Expert	Graduate Student Internship Program (BSI Project #8)	12	01/27/2014	05/24/2014
Salzameda, Nicholas	FC	Project Manager	ENGAGE in STEM	10	01/28/2014	05/30/2014
Schumaker, Denise	FC	Project Expert	ESL Specialist	12	02/03/2014	05/23/2014
Solenberger, Terry	FC	Project Expert	Artist in Residence Program	26	03/03/2014	06/30/2014
Subramanian, Brinda	CC	Technical Expert I	Title V Math Learning Center Program Development	4	02/04/2014	03/04/2014
Tavares-Reager, Joana	FC	Project Manager	ENGAGE in STEM	14	01/29/2014	05/30/2014
Tep, Melanie	SCE	Project Expert	Communications/Public Relations Intern	20	02/12/2014	06/30/2014
Tice, Pamela	FC	Project Coordinator	Centennial Futures Conference	26	01/13/2014	02/28/2014
Vidal, Sunshine	FC	Project Manager	Transfer Achievement Program (TAP)	20	01/29/2014	06/30/2014
Wolfe, Ann	FC	Project Expert	ENGAGE in STEM	15	01/13/2014	06/29/2014

SCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Giroux, Carolina	Tuition Rate	Winter Trimester	26
Giroux, Carolina	Tuition Rate	Spring Trimester	26
Page, Ana	Tuition Rate	Winter Trimester	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: February 11, 2014 Information _____
Enclosure(s) X
SUBJECT: Hourly Personnel

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.d.1

Item No.

Hourly Personnel
February 11, 2014

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Anguiano, Eileen	FC	Clerical/Secretarial - Clerical assistance in EOPS office	02/12/14	05/07/14	TE A 4
Aragon, Catherine	CC	Tech/Paraprof - Assist with Women's Volleyball Program	02/26/14	06/30/14	TE H 4
Bird, Samuel	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/12/14	06/30/14	TE B 3
Boyle, Nicole	CC	Tech/Paraprof - Program Assistant for Women's Volleyball Program	02/26/14	06/30/14	TE H 4
Burpo, Micah	CC	Tech/Paraprof - Assist with Women's Volleyball Program	02/26/14	05/13/14	TE H 4
Dominguez, Connie	FC	Clerical/Secretarial - Assist in Assessment Center	03/03/14	05/30/14	TE B 1
Estrada, Karina	CC	Clerical/Secretarial - Assist in Bursar Fee Station	01/29/14	04/29/14	TE A 4
Fajardo, Guadalupe	CC	Clerical/Secretarial - Clerical assistance for EOPS Office	04/14/14	06/30/14	TE A 2
Gainey-Herbert, Patricia	CC	Clerical/Secretarial - Assist in Career Center	02/12/14	05/09/14	TE A 1
Gonzalez Madrid, S.	FC	Clerical/Secretarial - Assist staff in M & O Office	02/05/14	05/06/14	TE A 3
Hardi, Julius	FC	Clerical/Secretarial - Assist in Counseling/Career and Life Planning	02/24/14	05/24/14	TE A 4
Hoang, Elizabeth	FC	Clerical/Secretarial - Assist staff in M & O Office	02/05/14	05/06/14	TE B 3
Huskey, Taiyande	FC	Tech/Paraprof - Assist Women's basketball coach with program	02/12/14	05/12/14	TE H 4
Ingram, Jessica	FC	Clerical/Secretarial - Clerical assistance and photo ID for students	02/12/14	05/14/14	TE A 1
Lucatero, Gustavo	FC	Clerical/Secretarial - Assist HRC program with student recruiting/outreach	02/12/14	05/10/14	TE A 4
Ma, Helen	CC	Clerical/Secretarial - Data entry for Cypress College website	02/26/14	04/21/14	TE A 4
Mahoney, Lawrence	CC	Tech/Paraprof - Program Assistant for Men's Baseball Program	02/26/14	06/10/14	TE H 1
Mer, Sheila	CC	Clerical/Secretarial - Assist in Career Center	02/12/14	05/09/14	TE A 1
Morris, Ronald	CC	Tech/Paraprof - On-call theater crew for rental productions	02/26/14	06/30/14	TE B 3
Morris, Ronald	CC	Tech/Paraprof - On-call theater crew for campus productions	02/26/14	06/30/14	TE A 3
Pickett, Taylor	CC	Tech/Paraprof - On-call theater crew for campus productions	02/26/14	06/30/14	TE A 1
Pickett, Taylor	CC	Tech/Paraprof - On-call theater crew for rental productions	02/26/14	06/30/14	TE B 1
Routson, Tyce	FC	Tech/Paraprof - Assist Swim coach with diving instruction	02/12/14	05/10/14	TE H 4
Sanchez, Guadalupe	FC	Clerical/Secretarial - Assist in Assessment Center	03/03/14	05/30/14	TE B 1
Sanchez, Steven	CC	Service/Maint - General assistance for campus Physical Plant	02/08/14	03/21/14	TE A 4

Hourly Personnel
February 11, 2014

Shishani, Serena	CC	Non-Direct Instr Support - Assist Laboratory Technician in Chemistry	02/12/14	05/10/14	TE B 1
Youngblood, Robert	CC	Tech/ Paraprof - Assist instructors with Tourism Department	02/17/14	05/16/14	TE B 4
Voss, William	FC	Instr Research Assistant - Assist Horticulture Dept with plant nursery	02/18/14	05/17/14	TE A 2

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Almoradi, Yara	FC	Medical - Certified Therapist for campus Health Center	02/26/14	06/30/14	ME A 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Arredondo, Amabel	SCE	Direct Instr Support - Tutor for DSPS students	02/12/14	06/30/14	TE A 4
Brady, Jane	FC	Direct Instr Support - Tutor students in campus Tutoring Center	02/12/14	06/30/14	TE B 4
Chi, Anna	CC	Direct Instr Support - Tutor for Supplemental Instruction	02/12/14	05/23/14	TE A 4
Johnson, Marilyn	FC	Direct Instr Support - Tutor students in campus Tutoring Center	02/12/14	06/30/14	TE B 4
Mansfield, James	FC	Direct Instr Support - Tutor for Basic Skills Program	02/12/14	05/30/14	TE A 4
Nguyen, Ly	CC	Direct Instr Support - Tutor for Supplemental Instruction	02/12/14	05/23/14	TE A 2
Nolan, Timothy	FC	Direct Instr Support - Tutor students in campus Tutoring Center	02/26/14	05/30/14	TE A 4
Perry, Regina	FC	Direct Instr Support - Tutor students in campus Tutoring Center	02/12/14	06/30/14	TE A 4
Ramos, Claudia	FC	Direct Instr Support - Tutor for Basic Skills Program	02/14/14	05/30/14	TE A 4
Sorooshian-Tafti, Rose	SCE	Direct Instr Support - Tutor for DSPS students	06/01/14	06/30/14	TE B 4
Sorooshian-Tafti, Rose	SCE	Direct Instr Support - Tutor for DSPS students	07/01/14	08/08/14	TE B 4
Sovilla, Diana	FC	Direct Instr Support - Tutor for Basic Skills Program	02/12/14	05/30/14	TE A 4
Tomer, Yitzhaki	CC	Direct Instr Support - Tutor for Supplemental Instruction	02/12/14	05/23/14	TE B 3
Wong, Catherine	FC	Direct Instr Support - Tutor students in campus Tutoring Center	02/26/14	06/30/14	TE A 3

Hourly Personnel
February 11, 2014

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Flores, Hugo	FC	Clerical/Secretarial - Substitute for Classified employee on leave	03/03/14	05/30/14	TE B 4
Stoermer, Curtis	FC	Clerical/Secretarial - Substitute for Classified employee on leave	03/03/14	05/30/14	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Arellano, Marilyn	FC	Full-time Student - Assist in campus bookstore	01/27/14	06/30/14	TE A 1
Bae, Jongun	FC	Full-time Student - Assist in International Student Center	01/21/14	06/30/14	TE A 1
Casey, Susan	FC	Full-time Student - Tutor for Basic Skills program	01/27/14	05/30/14	TE A 4
Dang, Anh	FC	Full-time Student - Clerical assistance for EOPS front desk	01/27/14	05/24/14	TE A 1
Darrow, Taylor	FC	Full-time Student - Assist in campus bookstore	01/27/14	06/30/14	TE A 1
De La Cruz, Pedro	FC	Full-time Student- Assist in campus bookstore	01/27/14	06/30/14	TE A 1
Estrada, Jhovani	CC	Full-time Student - Title V Best Instructional Practices Video project	01/27/14	05/24/14	TE A 2
Flores, Anthony	FC	Full-time Student – Tutor students in the campus Math Lab	01/27/14	06/30/14	TE B 1
Gomez, Ramiro	FC	Full-time Student-Tutor for Writing Center English Tutotrial Service	02/03/14	05/23/14	TE A 3
Hernandez, Loretta	FC	Work Study - Assist in Skills Center	02/05/14	06/30/14	TE A 3
Hoang, Ngoc	FC	Work Study - Assist in the Skills Center	02/05/14	06/30/14	TE A 3
Lasisi, Phillip	CC	Work Study - Assist with Theatre Arts program	02/10/14	06/12/14	TE A 1
Lopez, Felipe	FC	Full-time Student - Tutor for CTE project	01/27/14	06/30/14	TE A 4
Lundy, Don	FC	Full-time Student - Assist in Counseling/Career and Life Planning Center	01/27/14	06/30/14	TE A 4
Luu, Marlene	CC	Work Study - Assist in Chemistry Lab	02/03/14	06/12/14	TE A 1
Marsh, Lindsay	CC	Work Study - Assist with Theatre Arts program	02/10/14	06/12/14	TE A 1
Mason, George	FC	Full-time Student - Assist in campus bookstore	01/27/14	06/30/14	TE A 1
Maxwell, Marcel	FC	Full-time Student – Tutor students in Math Lab	01/27/14	06/30/14	TE B 1

Hourly Personnel
February 11, 2014

Mazer, Megan	FC	Work Study - Assist in Women's P.E. Department	02/07/14	06/30/14	TE A 3
Mercado, Gloria	FC	Work Study - Assist in campus bookstore	01/27/14	06/30/14	TE A 2
Nguyen, Vy	FC	Work Study - Assist in the DSS Department	02/10/14	06/30/14	TE A 3
Nguyen,Thu	FC	Work Study - Assist in the Skills Center	02/05/14	06/30/14	TE A 3
Nossett, Miles	FC	Full-time Student - Tutor for Basic Skills program	01/27/14	05/30/14	TE A 4
Nunez, Diego	FC	Full-time Student - Assist in campus Workforce Center	01/27/14	06/30/14	TE A 3
Paez, Reynaldo	FC	Full-time Student - Clerical assistance for ENGAGE in STEM and CTE	01/27/14	06/30/14	TE A 4
Ramirez, Bibiana	FC	Work Study - Assist in Admissions and Records	01/27/14	06/30/14	TE A 3
Ramirez, Kevin	CC	Full-time Student - Title V Best Instructional Practices Video project	01/27/14	05/24/14	TE A 2
Rivera, Jasmin	CC	Work Study - Assist with Work Study Program	02/07/14	06/12/14	TE A 1
Salazar, Jose	FC	Work Study - Assist in campus library	01/27/14	06/30/14	TE A 3
Silenski, Michael	FC	Full-time Student – Tutor students in the Math Lab	01/27/14	06/30/14	TE B 2
Wesley, David	FC	Work Study - Assist in P.E. Department/ Wellness Center	02/05/14	06/30/14	TE A 3
Williams, Terah	CC	Full-time Student - Assist instructors with Photography department	02/12/14	06/06/14	TE B 1
Williams, Terah	CC	Full-time Student - Assist instructors with Photography Lab	01/27/14	02/11/14	TE B 1
Yadmellat, Negin	FC	Work Study - Assist in the Skills Center	02/07/14	06/30/14	TE A 3
Yang, James	FC	Full-time Student - Student ambassador	01/27/14	05/29/14	TE A 1
Yoon, Jihwan	FC	Full-time Student - Tutors students in the campus Tutoring Center	02/10/14	05/30/14	TE A 3

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 11, 2014

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
February 11, 2014

VOLUNTEER PERSONNEL WITHOUT PAY

Name	Site	Program	Begin	End
Barbaro, Danielle	FC	Veterans Administration Work Study	01/13/2014	06/30/2014
Belson, Emily	FC	Internship - Physical Education	01/27/2014	05/24/2014
Bodeen, Rob	FC	Tutoring Center	01/27/2014	05/30/2014
Boonrat, Reid	FC	Internship - Physical Education	01/27/2014	05/24/2014
Chew, Renee	SCE	Intern Program - ESL	02/19/2014	06/27/2014
Choi, Cham Esther	SCE	Intern Program - ESL	02/12/2014	06/27/2014
Dement, Scott	FC	Physical Education - Soccer	01/27/2014	06/30/2014
Diaz-Cortez, Gabriela	FC	Internship - Social Sciences Division	01/27/2014	05/19/2014
Hattrop, Nicholas	FC	Internship - Physical Education	01/27/2014	05/24/2014
Hernandez, Ashley	FC	Internship - Foods & Nutrition Dept	01/29/2014	05/09/2014
Hinesley, Kendall	FC	Internship - Library	02/03/2014	05/23/2014
Huerta, Liliana	FC	Internship - Counseling Center	01/29/2014	05/30/2014
Khalil, George	FC	Internship - Physical Education	01/27/2014	05/24/2014
Lopez, Ricardo	FC	DSS - Personal Services Attendant	01/27/2014	05/23/2014
Martinez, Austin	FC	Internship - Physical Education	01/27/2014	05/24/2014
Medina, Alexandria	FC	Internship - Physical Education	01/27/2014	05/24/2014
Na, Sun Young	SCE	Intern Program - ESL	02/12/2014	06/27/2014
O'Keefe, Meaghan	FC	Internship - Physical Education	01/27/2014	05/24/2014
Robledo, Victor	FC	DSS - Personal Services Attendant	01/27/2014	05/23/2014
Stewart, Christina	FC	Internship - Physical Education	01/27/2014	05/24/2014
Yoo, Alex	SCE	Intern Program - ESL	02/19/2014	06/27/2014

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 11, 2014	Resolution	_____
SUBJECT:	Negotiated Salary Agreement Between CSEA Chapter #167 and the District	Information	_____
		Enclosure(s)	<u>X</u>

BACKGROUND: CSEA and its Chapter #167 and the District have reached agreement with respect to reopener negotiations for the 2013/2014 fiscal year. The Agreement provides for a two and one-half (2.5) percent increase to the Classified Salary Schedule and a one (1.0) percent one-time, off-schedule bonus. The Agreement also provides for modifications to certain vacant bargaining unit positions. The CSEA membership has ratified the agreement.

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

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 agreement is within budget.

RECOMMENDATION: It is recommended that the agreement with respect to reopener negotiations for the 2013/2014 fiscal year, inclusive of all terms and conditions specified in the written settlement agreement between CSEA and its Chapter #167 and the District, be approved as follows:

On-Schedule Salary Adjustment

The Classified Salary Schedule will be increased by two and one-half (2.5) percent across the schedule, retroactive to July 1, 2013.

Off-Schedule Salary Adjustment

Retroactive to July 1, 2013, Unit Members will be paid a bonus in the amount of one (1.0) percent of their regular contract salary for the 2013/2014 fiscal year. This bonus is a one-time, off-schedule adjustment, calculated on the basis of the Classified Salary Schedule rates in effect prior to the implementation of the two and one-half (2.5) percent on-schedule adjustment, as provided above.

Fringe Benefits

There will be no increase in the optional fringe benefit allowance for the 2013/2014 fiscal year.

Modification of Vacant Bargaining Unit Positions

The District shall have the right to reduce the months of employment of specified vacant bargaining positions as provided in the written settlement agreement between the parties.

It is further recommended that the attached Classified Salary Schedule, which reflects the two and one-half (2.5) percent on-schedule adjustment, be approved.

Irma Ramos

Recommended by

Approved for Submittal

5.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CLASSIFIED SALARY SCHEDULE
EFFECTIVE JULY 1, 2013

RANGE	STEP					RANGE
	A	B	C	D	E	
01	1,482	1,559	1,637	1,722	1,801	01
02	1,519	1,596	1,675	1,761	1,846	02
03	1,559	1,637	1,722	1,801	1,897	03
04	1,596	1,675	1,761	1,846	1,943	04
05	1,637	1,722	1,801	1,897	1,989	05
06	1,675	1,761	1,846	1,943	2,032	06
07	1,722	1,801	1,897	1,989	2,081	07
08	1,761	1,846	1,943	2,032	2,136	08
09	1,801	1,897	1,989	2,081	2,190	09
10	1,846	1,943	2,032	2,136	2,240	10
11	1,897	1,989	2,081	2,190	2,296	11
12	1,943	2,032	2,136	2,240	2,344	12
13	1,989	2,081	2,190	2,296	2,392	13
14	2,032	2,136	2,240	2,344	2,454	14
15	2,081	2,190	2,296	2,392	2,528	15
16	2,136	2,240	2,344	2,454	2,585	16
17	2,190	2,296	2,392	2,528	2,648	17
18	2,240	2,344	2,454	2,585	2,711	18
19	2,296	2,392	2,528	2,648	2,772	19
20	2,344	2,454	2,585	2,711	2,835	20
21	2,392	2,528	2,648	2,772	2,907	21
22	2,454	2,585	2,711	2,835	2,973	22
23	2,528	2,648	2,772	2,907	3,041	23
24	2,585	2,711	2,835	2,973	3,115	24
25	2,648	2,772	2,907	3,041	3,196	25
26	2,711	2,835	2,973	3,115	3,275	26
27	2,772	2,907	3,041	3,196	3,355	27
28	2,835	2,973	3,115	3,275	3,436	28
29	2,907	3,041	3,196	3,355	3,522	29
30	2,973	3,115	3,275	3,436	3,599	30
31	3,041	3,196	3,355	3,522	3,684	31
32	3,115	3,275	3,436	3,599	3,774	32
33	3,196	3,355	3,522	3,684	3,866	33
34	3,275	3,436	3,599	3,774	3,960	34
35	3,355	3,522	3,684	3,866	4,059	35
36	3,436	3,599	3,774	3,960	4,165	36
37	3,522	3,684	3,866	4,059	4,265	37
38	3,599	3,774	3,960	4,165	4,369	38
39	3,684	3,866	4,059	4,265	4,464	39
40	3,774	3,960	4,165	4,369	4,580	40
41	3,866	4,059	4,265	4,464	4,691	41
42	3,960	4,165	4,369	4,580	4,809	42
43	4,059	4,265	4,464	4,691	4,933	43
44	4,165	4,369	4,580	4,809	5,050	44
45	4,265	4,464	4,691	4,933	5,172	45
46	4,369	4,580	4,809	5,050	5,302	46
47	4,464	4,691	4,933	5,172	5,428	47
48	4,580	4,809	5,050	5,302	5,569	48
49	4,691	4,933	5,172	5,428	5,701	49
50	4,809	5,050	5,302	5,569	5,844	50
51	4,933	5,172	5,428	5,701	5,982	51
52	5,050	5,302	5,569	5,844	6,132	52
53	5,172	5,428	5,701	5,982	6,279	53
54	5,302	5,569	5,844	6,132	6,437	54
55	5,428	5,701	5,982	6,279	6,596	55
56	5,569	5,844	6,132	6,437	6,758	56
57	5,701	5,982	6,279	6,596	6,923	57
58	5,844	6,132	6,437	6,758	7,096	58
59	5,982	6,279	6,596	6,923	7,270	59
60	6,132	6,437	6,758	7,096	7,452	60
68	7,438	7,811	8,201	8,611	9,042	68

Premium Pay:

- Swing Shift - 5% premium pay
- Graveyard Shift - 10% premium pay
- Five years of continuous service ----- 5% of present step
- Ten years of continuous service ----- 10% of present step
- Fifteen years of continuous service ----- 15% of present step
- Twenty years of continuous service ----- 20% of present step
- Twenty-five years of continuous service ----- 25% of present step
- Thirty years of continuous service ----- 30% of present step

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: February 11, 2014

SUBJECT: Chapter 3, General Institution
Proposed, Revised BP3250, Institutional Planning

BACKGROUND: The Community College League of California’s Policy & Procedures Update #23 recommended a revision to Board Policy 3250, Institutional Planning. In section 1.1.3, “Faculty and Staff Diversity” has been replaced with “Equal Employment Opportunity Plan”. In section 1.1.5, “Matriculation” has been replaced with “Student Success and Support Program Plan”.

At its meeting of January 27, 2014, the District Consultation Council reached consensus on proposed, revised Board Policy 3250, Institutional Planning, and it is now presented for a first reading.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive proposed, revised Board Policy 3250, Institutional Planning, as an information item and direct that it be placed on the agenda of the February 25, 2014, Board meeting for action thereby allowing the Board sufficient time for a first and second reading on policy matters. Once adopted by the Board, the revised policy will be placed on the District’s web site where it will be readily accessible by students, employees, and the general public.

Ned Doffoney
Recommended by

Approved for Submittal

6.a.1
Item No.

BP 3250 Institutional Planning

Reference:

Accreditation Standard I.B;

Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, 56270, et seq.

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

See Administrative Procedure 3250.

Date of Adoption: March 23, 2004

Date of Last Revision: November 12, 2008 Chancellor's Staff

6.a.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: February 11, 2014

SUBJECT: Chapter 5, Student Services
Proposed, Revised BP5010, Admissions and Concurrent Enrollment and
Proposed, Revised BP5050, Matriculation

BACKGROUND: The Community College League of California’s Policy & Procedures Update #23 recommended revisions to Board Policy 5010, Admissions and Concurrent Enrollment, and in BP5050, Matriculation.

Revised BP5010, Admissions and Concurrent Enrollment: In this policy, Section 2.0 was revised to clarify that the District may deny or place conditions on a student’s enrollment upon specific finds by the Board of Trustees or designee.

Revised BP5050, Matriculation: This policy was revised to update the title from “Matriculation” to “Student Success and Support Program”. In sections 1.0 and 2.0, “matriculation” was replaced with “Student Success and Support Program”.

At its meeting of January 27, 2014, the District Consultation Council reached consensus on proposed, revised Board Policy 5010, Admissions and Concurrent Enrollment, and on proposed, revised Board Policy 5050, Matriculation.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive proposed, revised Board Policy 5010, Admissions and Concurrent Enrollment, and proposed, revised Board Policy 5050, Matriculation, as information items and direct that they be placed on the agenda of the February 25, 2014, Board meeting for action thereby allowing the Board sufficient time for a first and second reading on policy matters. Once adopted by the Board, the revised policies will be placed on the District’s web site where they will be readily accessible by students, employees, and the general public.

Ned Doffoney
Recommended by

Approved for Submittal

6.b.1
Item No.

BP 5010 Admissions and Concurrent Enrollment

Reference:

Education Code Section 76000, 76001, 76002, and 76038

Labor Code Section 3077;

U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;
34 Code of Federal Regulations Part 668.16(p)

- 1.0 The District shall admit students who meet one of the following requirements and who are capable of profiting from the instruction offered:
 - 1.1 Any person over the age of 18 and possessing a high school diploma or its equivalent.
 - 1.2 Other persons who are over the age of 18 years and who, in the judgment of the Chancellor or his/her designee are capable of profiting from the instruction offered. Such persons shall be admitted as provisional students, and thereafter shall be required to comply with the District's rules and regulations regarding scholastic achievement and other standards to be met by provisional or probationary students as a condition to being readmitted in any succeeding semester.
 - 1.3 Persons who are apprentices as defined in Section 3077 of the Labor Code.
- 2.0 The District may deny or place conditions on a student's enrollment upon [a finding by the Board or designee](#) that the applicant has been expelled within the preceding five years or is undergoing expulsion procedures in another California Community college district, and that the applicant continues to present a danger to the physical safety of the students and employees of the District.
- 3.0 The District shall in its discretion, or as otherwise federally mandated, evaluate the validity of a student's high school completion. The Chancellor shall establish procedures for evaluating the validity of a student's high school completion.
- 4.0 **Admission**
 - 4.1 Any student whose age or class level is equal to grades K-12 is eligible to attend as a special part-time student for advanced scholastic or vocational courses.
 - 4.2 Any student whose age or class level is equal to grades K-12 is eligible to attend as a special full-time student.
 - 4.3 Any student enrolled in K-12 may attend summer session or any non-credit community services classes.
 - 4.4 The Chancellor shall establish procedures regarding ability to benefit and admission of high school and K-8 students.

6.b.2
Item No.

BP 5010 Admissions and Concurrent Enrollment

5.0 Denial of Requests for Admission

- 5.1 If the Board denies a request for special full-time or part-time enrollment by a pupil who is identified as highly gifted, the Board will record its findings and the reason for denying the request in writing within 60 days.
- 5.2 The written recommendation and denial shall be issued at the next regularly scheduled Board meeting that occurs at least 30 days after the pupil submits the request to the District.
- 5.3 The Chancellor shall establish procedures regarding evaluation of requests for special full-time or part-time enrollment by a pupil who is identified as highly gifted. (Refer to AP5011, Admission and Concurrent Enrollment of High School and Other Young Students).

6.0 Claims for State Apportionment for Concurrent Enrollment

- 6.1 Claims for state apportionment submitted by the District based on enrollment of high school pupils shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.
- 6.2 The Chancellor shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

See Administrative Procedure 5010.

Date of Adoption: June 14, 2005

Date of Last Revision: September 24, 2013
January 24, 2012

BP 5050 Student Success and Support Program
~~Matriculation~~

Reference:

Education Code Sections 78210, et seq.;
Title 5, Section 55500, et seq.

- 1.0 The District shall provide Student Success and Support Program ~~matriculation~~ services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of matriculation is to bring the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements.
- 2.0 The Chancellor shall establish procedures to assure implementation of Student Success and Support Program ~~matriculation~~ services that comply with the Title 5 regulations.

See Administrative Procedures 5050

Date of Adoption: June 14, 2005

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