



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

**MEETING:** Regular Meeting in February 2023

**DATE:** Tuesday, February 28, 2023, 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**
  - \* **Recognition of 2023 Orange County Teacher of the Year Nominees**
2. a. **Approval of Minutes of the Regular Meeting of February 14, 2023.**

b. **FIRST CLOSED SESSION** (only if needed)

3. **FINANCE & FACILITIES**

- [a] Pursuant to Education Code §76140 and §76141, authorization is requested that the nonresident tuition fee for the 2023-24 school year be set at \$342 per unit with an additional charge for capital outlay of \$20 per unit.
- [b] Authorization is requested to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items.
- [c] It is recommended that the Board approve Resolution No. 22/23-15, to sign a letter of intent for District properties to be surveyed by the School Project for Utility Rate Reduction for the purpose of creating a pre-negotiated RFP for solar.
- [d] Authorization is requested to enter into a Project Management and Planning Consultant Services Agreement with Cordoba Corporation.
- [e] It is recommended that the Board of Trustees adopt Resolution No. 22/23-17 Adopting Compatibility, Uniformity and Standardization of Specific Materials, Products, or Services at Cypress College.
- f. It is recommended that the Board approve Change Order #2, Bid #2122-21, Fullerton College Sherbeck Field Improvements project with Woodcliff Corporation.
- [g] Authorization is requested to amend the existing contract with Vital Inspection Services Inc. and increase the contract amount.
- [h] Authorization is requested to amend and increase the contract with Westberg + White Architects, Architect of Record for the Sherbeck Field Improvement Project at Fullerton College.
- [i] Authorization is requested for Fullerton College to accept the donations to its divisions, departments, and/or programs.
- [j] Authorization is requested for the North Orange Continuing Education Basic Skills Program to accept the donation of 20 gift cards in the amount of \$20 each for a total of \$400.
- [k] Authorization is requested for retroactive approval to enter into a one-year lease agreement from February 1, 2023, through January 31, 2024, with Anaheim Place Partners, LP.

4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the summary of curriculum changes for the North Orange Continuing Education, to be effective Summer 2022 and Summer 2023.

## 5. HUMAN RESOURCES

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

Temporary Reassignment  
 Stipend for Additional Administrative Duties  
 Payment for Independent Learning Contract Fall 2022  
 Leaves of Absence  
 Temporary Academic Hourly

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

Resignations  
 New Personnel  
 Change in Salary Step  
 Leaves of Absence

[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.

## 6. GENERAL

- a. It is recommended that the Board review the Board Assessment Instrument and recommend any changes for re-adoption at the March 28, 2023 Board meeting.
- b. It is recommended that the Board adopt Resolution No. 22/23-16 verifying that Trustee Blount was absent on February 14, 2023 due to illness.
- c. It is recommended that the Board discuss any potential future agenda items.

## 7. COMMENTS

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

8. **ADJOURN TO CLOSED SESSION:** Per the following sections of the Government Code:

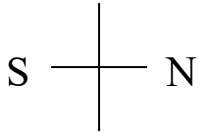
- a. Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

- b. Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.
- c. Per Section 54957: PUBLIC EMPLOYEE: Cypress College President.
- d. Per Section 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION.

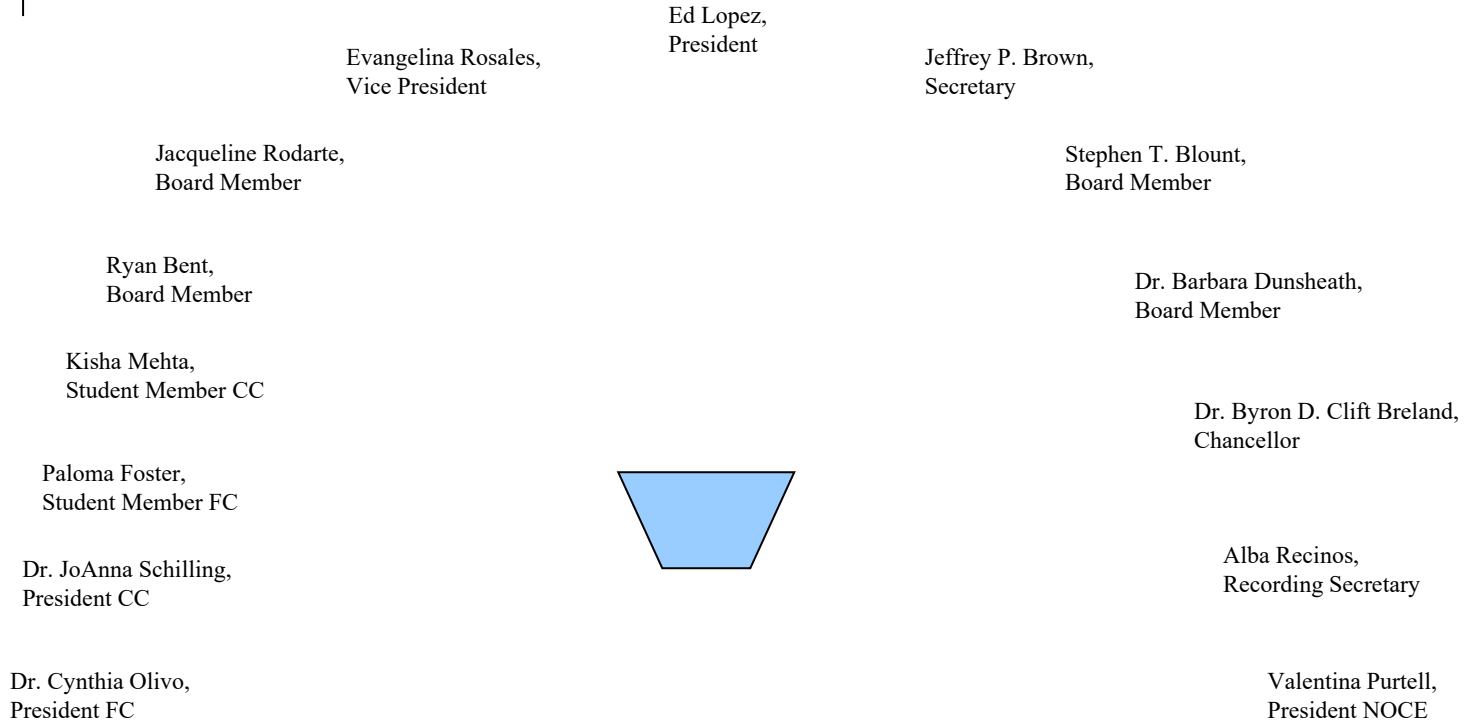
Claimant: Raymond Village Arbitration  
Agency Claimed Against: NOCCCD

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

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



**Audience Seating**

Constituent Group  
Representatives

Chancellor's Staff

**Entrance**

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

Action     X      
 Resolution             
 Information             
 Enclosure(s)           

**DATE:** February 28, 2023

**SUBJECT:** 2023-24 Nonresident Tuition Fee

**BACKGROUND:** Education Code §76140 requires the Board of Trustees to establish by March 1 the tuition fee for nonresidents for the succeeding fiscal year. Information required to be used in this calculation is dependent on data provided by the State Chancellor’s Office and was provided on January 19, 2023 for this year’s calculations. Our recommendations below are based on consensus from the Presidents and fiscal officers of our two colleges, Cypress and Fullerton.

As noted in the Student Fee Handbook, “Education Code section 76140(a) requires districts to charge a nonresident tuition fee in the event it chooses to admit nonresidents. The statute provides various methods/options for computing the nonresident tuition fee.”

The following is a summary of the amounts associated with each of the options available to us for setting this per unit tuition amount:

Option	Amount/unit	Basis for Amount
1a.	\$389	As a starting point for our considerations, we look to the expense of education on a per unit basis that we experienced in the most recent completed fiscal year and project out inflation to the next upcoming fiscal year (as provided by the Department of Finance).
1b.	\$379	As a district with at least 10% noncredit FTES, an alternate calculation excludes the costs and FTES associated with noncredit instruction.
2.	\$414	We then look to the Statewide average cost from the preceding year (provided by the Chancellor’s office).
3.	\$278-\$414	As well as the amounts currently being proposed by districts contiguous to ours.

And there are two other options, which carry with it requirements to use the additional revenue above our calculated costs to specifically expand and enhance services to resident students:

Option	Amount/unit	Basis for Amount
4.	N/A (for this year)	If the statewide average provided in Option 2 above is less than the statewide average provided for the current or any of the prior 4 years, we can select that higher amount.
5.	\$400	We can consider the average nonresident tuition for 12 states with costs of living comparable to California (provided by the Chancellor's office).

Additionally, the District is authorized under Education Code §76141, amended by Assembly Bill No. 947 which was approved on October 11, 2009, to charge any nonresident student a capital outlay fee not to exceed the amount that was expended by the District for capital outlay in the preceding fiscal year. Any fee charged for capital outlay cannot exceed 50% of the current nonresident tuition fee established by the District and the funds must be expended for capital outlay purposes. The calculated rate or maximum rate for capital outlay purposes is \$57 per unit.

Any student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from the capital outlay fee. To qualify under the economic hardship waiver, a student must demonstrate a "hardship" that encompasses the financial circumstances of a person who is a recipient of benefits under the Assistance for Needy Families Program, the Supplemental Income/State Supplementary Program, or a general assistance program.

The following table lists the proposed nonresident tuition rates that are being recommended by fiscal offices for districts contiguous to the North Orange County Community College District (NOCCCD). These rates are subject to Board approval and may differ from the actual rates established.

<i>District</i>	<i>2023-2024 Proposed Nonresident Tuition Rate</i>	<i>Capital Outlay</i>	<i>Combined Rate</i>
Cerritos	\$402	\$49	\$451
Chaffey	\$414	\$0	\$414
Coast	\$381	\$31	\$412
Long Beach	\$278	\$43	\$321
Mt. San Antonio	\$342	\$20	\$362
Rancho Santiago	\$352	\$47	\$399
South Orange	\$365	\$45	\$410

The following table compares the proposed rates for 2023-24 with the rates calculated based on our actual experienced costs. For fiscal year 2023-24, we have proposed the following.

<b>2023-24</b>	<b>Nonresident Tuition Rate</b>	<b>Capital Outlay</b>	<b>Combined Rate</b>
Calculated Rates	\$379	\$57	\$436
Proposed Rates	\$342	\$20	\$362

Also provided below for comparison are the per-unit nonresident tuition fees that have been charged by the NOCCCD for the last five years.

<b>Year</b>	<b>Nonresident Tuition Rate</b>	<b>Capital Outlay</b>	<b>Combined Rate</b>
2022-23	\$290	\$55	\$345
2021-22	\$274	\$57	\$331
2020-21	\$265	\$33	\$298
2019-20	\$265	\$20	\$285
2018-19	\$258	\$19	\$277

This agenda item was prepared and submitted by Kashmira Vyas, District Director, Fiscal Affairs.

**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 5020, Nonresident Tuition.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Nonresident tuition fees will be recorded in the General Fund with the additional capital outlay portion recorded in the Capital Outlay Fund to be used for purposes of capital outlay, maintenance, and equipment.

**RECOMMENDATION:** Pursuant to Education Code §76140 and §76141, authorization is requested that the nonresident tuition fee for the 2023-24 school year for the North Orange County Community College District be set at \$342 per unit with an additional charge for capital outlay of \$20 per unit. This results in \$17 per-unit increase effective for all course terms beginning or ending on or after July 1, 2023.

Any student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from the capital outlay fee. To qualify under the economic hardship waiver, a student must demonstrate a "hardship" that encompasses the financial circumstances of a person who is a recipient of benefits under the Assistance for Needy Families Program, the Supplemental Income/State Supplementary Program, or a general assistance program.

Fred Williams

Recommended by

  
Approved for Submittal

3.a.3

Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** February 28, 2023

**SUBJECT:** Surplus and Obsolete Supplies and Equipment

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

**BACKGROUND:** Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes, is deemed to be unsatisfactory or not suitable for school use, or if it is being disposed of for the purposes of replacement. The attached list of surplus items has exceeded their useful life and are no longer suitable for the District. Other campuses were made aware of the surplus items and were given the opportunity to view and request various surplus equipment prior to Board approval. In the past, local high schools were made aware of the surplus items but these attempts received no response. In this instance, local high schools were not notified because the District deemed that these items would not be of use to them.

The Liquidation Company will conduct an auction for the sale of the attached list of surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

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 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 6550, Disposal of District Personal Property.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Proceeds from the sale of surplus items will be deposited into the General Fund.

**RECOMMENDATION:** Authorization is requested to declare the attached 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%).

Fred Williams

Recommended by

  
Approved for Submittal

3.b.1

Item No.

## SURPLUS ITEMS

<b>Qty.</b>	<b>Description</b>	<b>Location</b>
1	Cash Drawer	NOCE
32	Computers	NOCE
135	Desktop Phones	NOCE
2	DVRs	NOCE
3	Laptops	NOCE
1	Container of Misc. Computer Supplies	NOCE
12	Monitors	NOCE
3	Printers	NOCE
1	Safe	NOCE
1	Scantron Machine	NOCE
3	Sound Systems	NOCE
1	Tape Recorder	NOCE

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

Action     X      
Resolution             
Information             
Enclosure(s)           

**DATE:** February 28, 2023

**SUBJECT:** Resolution No. 22/23-15, To sign a letter of intent for district properties to be surveyed by the School Project for Utility Rate Reduction (SPURR) for the purpose of creating a pre-negotiated RFP for solar

**BACKGROUND:** In an effort to reduce the campus’s carbon footprint and reduce energy costs, the district would sign a letter of intent with the School Project for Utility Rate Reduction (SPURR), a joint powers authority made up of California schools and Community College Districts, to participate in the Renewable Energy Aggregated Procurement (REAP) Program. The REAP Program is an aggregated solar procurement program that leverages the collective purchasing power of SPURR’s membership to secure competitive, transparent, pre-negotiated pricing and terms for any California public agency that wants to implement a renewable energy project.

SPURR’s REAP Program has been utilized previously by the district in the procurement of the solar vendor selected for the Fullerton College Solar Project in 2021. This agenda item would not agree to a new solar project, but rather an agreement for SPURR to partake in vendor site walks on district properties and participate in the selection of a winning vendor for their new RFP. This would create the new pre-negotiated pricing baseline for public agencies to utilize over the next few years.

The letter of intent would have the district agree that if it chooses to proceed with solar projects in 2023 or 2024 it will execute project contracts for such solar projects with the winning vendor of the RFP process.

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** No financial impact.

**RECOMMENDATION:** It is recommended that the Board approve Resolution No. 22/23-15, to sign a letter of intent for District properties to be surveyed by the School Project for Utility Rate Reduction (SPURR) for the purpose of creating a pre-negotiated RFP for solar.

Fred Williams

Recommended by

  
Approved for Submittal

3.c.1

Item No.



**THE BOARD OF TRUSTEES OF  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT RESOLUTION NO.  
22/23-15**

**RESOLUTION AUTHORIZING STAFF TO EXECUTE A LETTER OF INTENT TO  
PARTICIPATE IN SPURR'S REAP PROGRAM RFP.**

**WHEREAS**, it is the policy of the State of California and the intent of the State Legislature to promote all feasible means of energy conservation and all feasible uses of alternative energy supply sources; and

**WHEREAS**, North Orange County Community College District ("District") desires to reduce the rising costs of meeting the energy needs at its facilities; and

**WHEREAS**, other California public agencies, such as school districts, community college districts, and county offices of education have also considered these issues and determined there is a need to form a coalition of public districts to acquire utility supplies and services for use at their respective facilities, and have formed the School Project for Utility Rate Reduction joint powers authority (SPURR); and

**WHEREAS**, SPURR, a joint powers authority duly organized in 1989 under the Joint Exercise of Powers Act (California Government Code Section 6500), aggregates buying power and expertise on behalf of California educational agencies to secure competitively-bid pricing and terms for utilities-related products and services; and

**WHEREAS**, SPURR's Renewable Energy Aggregated Procurement (REAP) Program is a cooperative solar procurement program designed to reduce solar project costs, streamline the solar procurement process, reduce solar project risk, and minimize strain associated with the procurement of solar and storage for California schools, colleges, and other public agencies; and

**WHEREAS**, SPURR is seeking to partner with one or more educational agencies to issue a Request for Proposals (RFP) for its REAP Program for the purpose of selecting a winning vendor and securing a master contract between SPURR and such winning vendor from which other California public agencies, including the District, can adopt and implement the pricing and terms offered by Vendor to meet their individual project needs; and

**WHEREAS**, SPURR has provided the District with a Letter of Intent to act as a cooperating agency in the upcoming REAP Program RFP which will utilize district properties and allow District staff to shape the RFP scope of work and participate in the selection of the winner vendor of competitive process.

**WHEREAS**, the Letter of Intent will not obligate the District to enter into a solar project contract at any of its facilities.

**NOW, THEREFORE**, based upon the above-referenced recitals, the Board hereby agrees to sign the Letter of Intent with SPURR and participate as a cooperating agency in the upcoming REAP Program RFP.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the North Orange County Community College District this 28 day of February 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Ed Lopez, 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, Alba Recinos, Clerk 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 28 day of February 2023, 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 28 day of February 2023.

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(Clerk's signature)

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(Date)

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	February 28, 2023	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Enter into a Project Management and Planning Consultant Services Agreement with Cordoba Corporation for multiple Projects at Cypress College	Enclosure(s)	<u>          </u>

**BACKGROUND:** The College requested proposals for a Consultant to work as an extension of staff in the Campus Capital Projects Office (“CCP Office”) at Cypress College. The projects may consist of improvements, alterations, renovations, additions, modifications, and upgrades related to; barrier removal, energy efficiency, scheduled maintenance, access control, safety and security, site and building infrastructure, MEP/AV/Technology, fire alarm, site improvements, and wayfinding. The projects also include special projects such as staff relocations, portable upgrades/removals, structural investigations, building enclosure investigations, new site/building feasibility studies and major capital improvement projects should they develop during the duration of the services outlined. Three proposals were received and interviewed.

To select a project management firm, the College issued Request for Proposal #CC2022-021 on December 8, 2022 to seven firms from the District’s pool of prequalified project management firms. The College received responses from three firms and interviewed one candidate from each firm. Based on the responses, team member experience, and hourly rates it is recommended to proceed with Cordoba Corporation for project management and planning services.

The services covered by this agreement will commence on April 3, 2023 and end June 30, 2024. The contract is an hourly, not-to-exceed fee of \$403,000 for the first year, with the option to renew annually for up to 5 years. The District has reviewed the fee and it is within industry standards. If the College elects to renew based on project need and workload assignments, billing rates are subject to increase by a maximum of 3% per year, after the initial agreement.

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, and Dr. Stephen Schoonmaker, Interim Vice President, Administrative Services, Cypress College.

**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 agreement is funded by Capital Outlay.

**RECOMMENDATION:** Authorization is requested to enter into a Project Management and Planning Consultant Services Agreement with Cordoba Corporation at Cypress College in the amount not to exceed \$403,000, with the option to renew annually for up to 5 years, and billing rates subject to increase by a maximum of 3% per year after the initial agreement. Authorization is further requested for the Vice Chancellor, Finance & Facilities or District Director, Purchasing to execute the agreement on behalf of the District.

Fred Williams

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Recommended by

*B. V. dist Brad M*

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Approved for Submittal

3.d.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** February 28, 2023

**SUBJECT:** Adoption of Resolution No. 22/23-17 –  
Adopting Compatibility, Uniformity and  
Standardization of Specific Materials,  
Products, or Services at Cypress College

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

**BACKGROUND:** Public Contract Code § 3400 is designated to encourage contractors and manufacturers to develop and implement new and inventive materials, products, and services that function as well, in all essential respects, as materials, products, and services that are required by a contract, but at a lower cost to taxpayers. This section of the Public Contract Code allows the awarding authority, or its designee, to specify items or products by specific brand or trade name without an “or equal” product for any of the following purposes:

1. In order that a field test or experiment may be made to determine the product’s suitability for future use; or
2. In order to match other products in use on a particular public improvement either completed or in the course of completion; or
3. In order to obtain a necessary item that is only available from one source; or
4. (A) In order to respond to an emergency declared by a local agency, but only if the declaration is approved by a four-fifths vote of the governing board of the local agency issuing the invitation for bid or request for proposals.  
(B) In order to respond to an emergency declared by the state, a state agency, or political subdivision of the state, but only if the facts setting forth the reasons for the finding of the emergency are contained in the public records of the authority issuing the invitation for bid or request for proposals.

(Public Contract Code § 3400 (c).)

For the past several years, working through various capital facility improvements and new construction projects, the college discovered there are certain equipment, products, and materials that have been in place and utilized uniformly across buildings within the campus. As many projects continue to progress in design, College Staff (“Staff”) from Capital Projects and Maintenance and Operations have substantiated justification for many identified items. Staff believes it is the District’s and taxpayer’s best interest not to accept an “or equal” substituted material, product, equipment, service and/or system from bidders and/or proposers on projects and to accept only items and services/or systems that match existing products.

Staff have prepared the attached Resolution outlining the materials, products, equipment,



services and/or systems recommended for designation as sole source requirements for various capital facility improvements and new construction projects at the college. Staff has relied on basis #2 of PCC § 3400 to conclude that the items identified in the Resolution should be listed without an “or equal” to match materials, products, equipment, services and/or systems already in use. Although not required by PCC § 3400, Staff has also included the rationale and justification utilized as the basis to support the Resolution that the specified materials, products, equipment, services and/or systems are required to match existing systemic standards for both compatibility and efficient maintenance.

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 Dr. Stephen Schoonmaker, Interim Vice President, Administrative Services, Cypress College.

**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:** None.

**RECOMMENDATION:** It is recommended that the Board of Trustees adopt Resolution No. 22/23-17 Adopting Compatibility, Uniformity and Standardization of Specific Materials, Products, or Services at Cypress College.

Fred Williams

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Recommended by

  
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**



**RESOLUTION NO. 22/23-17 ADOPTING COMPATIBILITY, UNIFORMITY AND  
STANDARDIZATION OF SPECIFIC MATERIALS, PRODUCTS, OR SERVICES AT  
CYPRESS COLLEGE**

**WHEREAS**, pursuant to California Public Contract Code section 3400 (“PCC 3400) and other applicable law, Cypress College (“College”) wishes to establish uniform, complete and compatible materials, products, things, or services in its bids or requests for price/proposals to various suppliers/contractors in furtherance of the College’s program to operate, modernize or construct school facilities on the College and to best serve the College’s administrative and educational purposes;

**WHEREAS**, the College has a number of specific materials, products, equipment and services in place that satisfy the needs of the College and the delivery of its educational programs (“Designated Products”);

**WHEREAS**, PCC 3400 states that a community college district cannot limit the bidding, directly or indirectly, to any one specific concern, when letting contracts for the construction, alteration, or repair of public works;

**WHEREAS**, PCC 3400 states that its restrictions on specifying only one specific name or brand are inapplicable if the District makes a finding that is described in the invitation for bids that a particular material, product, thing, or service is designated by specific brand or trade name for any of the following purposes:

- In order that a field test or experiment may be made to determine the product’s suitability for future use. (PCC 3400 (b)(1))
- In order to match other products in use on a particular public improvement either completed or in the course of completion. (PCC 3400 (b)(2))
- In order to obtain a necessary item that is only available from one source. (PCC 3400 (b)(3))
- To respond to certain emergency situations. (PCC 3400 (b)(4));

**WHEREAS**, on all future College modernization and new construction projects or requests for materials pricing/service proposals the College desires to specify the Designated Products set in Exhibit “A” attached hereto as the only acceptable material, product, thing, or service because these material, products, things or services have been provided and are currently in use throughout the College and are needed to match other product(s) in use on campus to facilitate technical familiarity among faculty and staff while reducing training and increasing efficiency;

**WHEREAS**, the District's existing facilities already utilize the specific products/brands listed above. The District's intent is to match those existing systems and products currently in the District and to avoid the cost of designing and engineering systems that may not be compatible, could never be made compatible or could only be made compatible after expending considerable District resources and funds; and

**WHEREAS**, the District has determined that due to the compatibility issues which arise with systems and products listed above, the only manufacturers who may provide products are those as set forth in these documents unless overwhelming circumstances may be presented that other manufacturers can provide completely identical and compatible products.

**WHEREAS**, the College has established a working group "Facility Design Standards Working Group", comprised of college personnel from various program areas (i.e. facilities, maintenance, administrative services, information technology, and safety) that meet on an ongoing/as-needed basis to re-evaluate the College's findings and specifications related to the Designated Products. Based on the Facility Design Standards Working Group evaluation of other products, manufacturers, equipment, and systems, the College updates its list of Designated Products accordingly and may substitute upgraded Designated Products, as listed in this resolution, as determined to be in the best interest of the College.

**NOW THEREFORE**, the Governing Board of the North Orange County Community College District hereby finds, determines, declares, orders and resolves as follows:

**Section 1.** That the above recitals are true and correct.

**Section 2.** That the items set forth in Exhibit "A" are the only acceptable material, product, thing, or service for construction, alteration or repair of College facilities, or request for materials pricing/service proposals.

**Section 3.** That the College/District shall designate/list in its invitation to bid for all College modernizations and new construction projects, or in its requests for materials pricing/service proposals the items set forth in Exhibit "A" as the only acceptable material, product, thing, or service and describe the purposes for the designation listed in the above recitals.

**Section 4.** That the Facility Design Standards Working Group may substitute upgraded Designated Products, as listed in this resolution, as determined to be in the best interest of the District.

**Section 5.** That the Facility Design Standards Working Group may substitute an obsolete Designated Product with the manufacturer's superseding product, should a Designated Product in this resolution become obsolete.

**Section 6.** 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 28th day of February, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Ed Lopez, 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, Jeffrey P. Brown, Executive 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 28th day of February, 2023, 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 28th day of February, 2023.

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

## EXHIBIT “A” Designated Products (Cypress College)

- A. Access Control – Headend Controller Equipment (Mercury)
  - a. Non-proprietary and source codes are released/provided to the District.
  - b. BACnet capable to integrate into building automation and controls.
  - c. Capable of integration with digital surveillance system (Axis) for heightened security.
  - d. Integrates with existing campus-wide access control software (Vanderbilt).
  - e. Personnel is currently trained to maintain and utilize the system.
  
- B. Audio Visual (“AV”) Equipment (Extron)
  - a. Non-proprietary and source codes are released/provided to the District.
  - b. “One stop shop” – Offers everything from one manufacturer including switcher, speakers, amplification, etc.
  - c. Locally located (headquartered in Anaheim) and will provide consistent and cost-effective maintenance, operating and repair costs. Technical support is available through the hotline 24 hours a day, 365 days a year.
  - d. Current availability of spare parts. The manufacturer is located locally and parts can be purchased and installed within a two-hour period.
  - e. Personnel is currently trained to maintain and utilize the system.
  - f. System is Internet Protocol (“IP”) based which allows for network connectivity for web-based monitoring and problem solving via the network, thus reducing the College response time. This future proofs the College’s AV infrastructure to transition into emerging generation standards of AV over IP.
  
- C. Building Management System (Automated Logic)
  - a. The existing Building Management System (BMS) at each building is Automated Logic.
  - b. BMS allows web-based monitoring and problem solving for personal to view equipment performance, trending, and issues at all buildings, thus reducing response time.
  - c. Utilizing a different BMS manufacture would provide a “stand alone” building from the main campus system.
  
- D. Clocks (American Time)
  - a. Currently upgrading clocks on campus to Power over Ethernet (“PoE”) network clocks that draw both power and time updates from the college’s ethernet connection and American Time’s central server.
  - b. Utilizes any Simple Network Time Protocol (“SNTP”) as the time source.

- c. Other clock system manufacturers are not compatible with the central server.
- d. Existing clocks may not all synchronize to the same time if there are multiple manufactures on site.

E. Digital Video Surveillance (Axis)

- a. The new video surveillance system cameras is Axis and was installed in the new SEM and VRC/SAC buildings.
- b. The district relies on motion alerts for video surveillance. Other comparable cameras tested required a lot more steps and were more complex to set up motion alerts.
- c. Spare parts are readily available.
- d. Personnel is familiar with the configuration and management of Axis cameras.

F. Door Hardware – Key Lock Cylinders (Russwin)

- a. Maintaining this existing keying system on campus is imperative to ensure master key system remains in place and to avoid areas being on “stand alone” keyway systems.
- b. Locksmith is able to create keyways with this system.
- c. Highly secured system.

G. Fire Alarm (Simplex)

- a. The existing fire alarm devices across campus are Simplex.
  - i. Any new areas requiring fire alarm coverage must use Simplex to tie into the existing infrastructure and avoid being a “stand alone” system that doesn’t communicate to the main campus fire alarm control panel.
  - ii. Only Simplex products are compatible and able to operate with the existing fire alarm system.
- b. Maintenance staff and Safety personnel are familiar with the specified fire alarm system.
- c. The following parts will be Notifier brand: fire alarm control panels; voice communications systems; annunciators; notification alarm devices; power supplies; and any other equipment required for an operational system.
- d. Spare parts are readily available.

H. Irrigation Controller (Rainbird)

- a. The existing irrigation controllers are Rainbird.
- b. The Wi-Fi network supports the controllers.

- c. Personnel are currently trained to maintain and utilize the system.
- d. The system allows network connectivity for web-based monitoring and problem solving via the network, thus reducing response time.
- e. The controllers are easy to use, program, and repair.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	_____
<b>DATE:</b>	February 28, 2023	Information	_____
		Enclosure(s)	_____
<b>SUBJECT:</b>	Change Order #2 Bid #2122-21, Fullerton College Sherbeck Field Improvements Project		

**BACKGROUND:** On April 12, 2022 the Board awarded a contract Woodcliff Corporation in the amount of \$3,570,000 including an allowance of \$20,000 for the Fullerton College Sherbeck Field Improvements project. September 13, 2022, the board approved change order 1 in the amount of \$38,516 for campus-requested upgrades for networking and accommodation of unknown existing condition. The total contract, after CO #1, came to \$3,608,516.

Fullerton College is now requesting the Board approve an additional \$76,318 as part of the total amount resulting from addition of a previously-omitted emergency power circuit for field lighting and adjustments to pole foundations as a result of existing conditions.

This change order will not extend the contract time.

Project Cost	\$ 3,550,000
Allowance	<u>20,000</u>
Total Contract	\$ 3,570,000
Change Order #1	<u>38,516</u>
Revised Total Contract amount	\$ 3,608,516
Change Order #2	<u>76,318</u>
Revised Total Contract amount	<u><u>\$ 3,684,834</u></u>

In addition, there will be change orders #3 and #4 to follow. Change order #3 is estimated at \$250,000, which includes \$210,000 of additional work identified for changes required by the DSA field engineer and site landscape and paving clarifications and \$40,000 in contested changes, mostly for concrete work. Change order #4 will be related to project delays and include cost for contractor general conditions and price escalation (currently estimated at ~\$200,000). While additional changes are not anticipated, a contingency of \$45,000 is also planned to finish the project. Total construction cost is estimated at \$4,179,834 for site work.

This agenda item was submitted by Megan Moscol, Fullerton College Assistant Project Manager, Campus Capital Projects.



**How does this relate to the five District Strategic Directions?** This item responds to 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 6600, Capital Construction.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The cost of change order #2 will be charged to Capital Outlay.

**RECOMMENDATION:** It is recommended that the Board approve Change Order #2, Bid #2122-21, Fullerton College Sherbeck Field Improvements project with Woodcliff Corporation in the amount of \$76,318 increasing the contract from \$3,608,516 to \$3,684,834 with no extension to the term of the contract at this time. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the change order on behalf of the District.

Fred Williams

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Recommended by

*B. V. Dift* *Barb M*

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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      
Resolution             
Information             
Enclosure(s)           

**DATE:** February 28, 2023

**SUBJECT:** Amendment to Increase Final Cost with Vital Inspections Services Inc. (VIS) for Inspector of Record Services for the Fullerton College Sherbeck Field Site Work and Bleacher Installation

**BACKGROUND:** On February 15, 2022, the District entered into an Inspection/Testing Services Agreement with Vital Inspection Services Inc. (VIS) for the Inspection of Record Services for Fullerton College-Sherbeck Field Site Work and Bleacher Installation, the estimated initial contract was \$92,720 which was amended to an estimated \$96,720 plus \$4,000 reimbursables.

Due to unforeseen construction delays, the construction schedule was prolonged by five (5) months. Rather than a December 2022 completion date, the projected completion is now May 2023.

An additional not to exceed amount of \$48,608 is requested to support Campus-reviewed increases related to Inspector of Record Services through the completion of the Fullerton College Serbeck Field Site Work and Bleacher Installation Project, increasing the total contract amount from \$92,720 to \$149,328.

This agenda item was submitted by Oscar Saghieh, Project Manager, Campus Capital Projects.

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Financial impact will be charged to Capital Outlay Fund.

**RECOMMENDATION:** Authorization is requested to amend the existing contract with Vital Inspection Services Inc. and increase the contract by \$48,608 for a final contract amount not to exceed \$149,328 through the duration of project completion. Authorization is requested for the Vice Chancellor, Finance and Facilities, or District Director, Purchasing, to execute the amendment on behalf of the District.

Fred Williams

Recommended by

  
Approved for Submittal

3.g

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** February 28, 2023 Resolution             
**SUBJECT:** Amendment to Increase Final Cost with Information             
Westberg + White Architects for Architect Enclosure(s)             
of Record Services for the Fullerton  
College Sherbeck Field Site Work and  
Bleacher Installation

**BACKGROUND:** On February 11, 2020, the Board awarded a contract to Westberg + White Architects in the amount of \$190,000 including reimbursables to be Architect of Record for Sherbeck Field Improvement Project at Fullerton College. November 10, 2020, an amendment was approved to increase the contract by \$2,200 to incorporate Title 24 calculations for a new total of \$192,200, including reimbursables. The original contract was planned for completion December 2022, but due to unforeseen construction delays, the construction schedule was prolonged by five (5) months. Rather than a December 2022 completion date, the projected completion is now May 2023.

An additional not to exceed amount of \$29,000 is requested to support Campus-reviewed increases to continue Architect of Record construction administration services and cover costs of California Geological survey review through the completion of the Fullerton College Sherbeck Field Site Work and Bleacher Installation Project, increasing the total contract amount from \$192,200 to \$221,200.

This agenda item was submitted by Oscar Saghieh, Project Manager, Campus Capital Projects.

**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 6600, Capital Construction and Board Policy 6330, Purchasing/Warehouse.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Financial impact inclusive of reimbursables and all soft costs will be charged to Capital Outlay funds.

**RECOMMENDATION:** Authorization is requested to amend and increase the contract with Westberg + White Architects, Architect of Record for the Sherbeck Field Improvement Project at Fullerton College in the amount of \$29,000, for a total of \$221,200, including reimbursables. The term of the agreement will continue to be effective through completion of construction. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or District Director, Purchasing, to execute the amendment on behalf of the District.

Fred Williams

Recommended by

  
Approved for Submittal

3.h

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** February 28, 2023  
**SUBJECT:** Fullerton College Donations

Action     X      
Resolution             
Information             
Enclosure(s)           

**BACKGROUND:** Businesses and individuals frequently make monetary donations or donate supplies and equipment that are of value to Fullerton College and its instructional programs.

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

**How does this relate to the five District Strategic Directions?** This item responds to 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:** The monetary and supplies/equipment donations to Fullerton College will assist with expenses associated with the Fullerton College instructional programs and departments which would otherwise be funded through the division budgets.

**RECOMMENDATION:** Authorization is requested for Fullerton College to accept the following donations:

**To the Fullerton College P.E. Division, Athletic Hall of Fame:**

- \$800 Check – Gerald M. Padilla

**To the Fullerton College P.E. Division, Baseball:**

- \$950 Check – JDB Services
- \$250 Check – RJ Noble
- \$250 Check – Teresa Kachirisky
- \$250 Check – Maria Eugenia Barraza
- \$200 Check – Bullerdick Family Trust, Gerry Lee Bullerdick, Janel Saylor-Bullerdick
- \$150 Check – Buddy's Allstars Inc.
- \$200 Check – Jim Vlcek
- \$180 Check – R. Andrew Horvath and Sandra L. Horvath

**To the Fullerton College EOPS/CARE Program:**

- \$50 Check – Matthew Wilson & Danissa Wilson
- \$50 Check – Jane M. Ishibashi

**To the Fullerton College Library:**

- *Coachella, A History of Coachella and its People – City of Coachella*
- *1938 & 1942 yearbooks – Joyce Lane*
- *Baseball and Football athletic jersey letters – Jeff Stone*
- *Collecting the Art of California at Gardena High School, 1919-1956 – GHS Art Collection, Inc.*
- *1923, 1929, 1932, 1933 Yearbooks – Sue F. Williams*
- *Fullerton College Catalogs 1967, 1968, 1969, 1978, (9) Class Schedules from the 1960's – Patricia O-Toole*
- *1955 & 1956 Yearbooks – Lynda Anderson*
- *(3) hard bound books – Victoria Dray*
- *(2) Campus Life Publications – P.A. Pelchat*

Fred Williams

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Recommended by

*B. V. dist Brad M*  
Approved for Submittal

3.i.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

Action     X    

**DATE:** February 28, 2023

Resolution           

Information           

Enclosure(s)           

**SUBJECT:** North Orange Continuing Education  
Basic Skills CASAS Assessment  
Program Donation

**BACKGROUND:** North Orange Continuing Education (NOCE) has been invited by the Comprehensive Adult Student Assessment Systems (CASAS) to participate in their Beginning Adult Basic Education (ABE) Literacy Reading field testing to examine the performance and reliability of Beginning ABE Literacy Reading Assessment. CASAS will provide NOCE with 20 gift cards of \$20 each for a total of \$400.

CASAS selected five qualified NOCE students to participate in the field testing exercise. Qualifications were scoring 203 or below in the CASAS Reading Goals assessment and being an active NOCE student. The qualified students are allowed to take up to four tests and will receive one \$20 gift card for each test taken, providing them with up to \$80 in gift cards.

This agenda item was submitted by Margie Abab, Associate Dean, Basic Skills and Support.

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

**How does this relate to Board Policy:** This item is in compliance with Board Policy 3820, Gifts and Donations.

**FUNDING SOURCE AND FINANCIAL IMPACT:** CASAS will donate 20 gift cards in the amount of \$20 each for a total of \$400.

**RECOMMENDATION:** Authorization is requested for the North Orange Continuing Education Basic Skills Program to accept the donation of 20 gift cards in the amount of \$20 each for a total of \$400.

Fred Williams

Recommended by

  
Approved for Submittal

3.j

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action  X   
Resolution \_\_\_\_\_  
**DATE:** February 28, 2023 Information \_\_\_\_\_  
Enclosure(s) \_\_\_\_\_  
**SUBJECT:** North Orange Continuing Education  
North Orange County Regional Consortium  
One-Year Lease Renewal Agreement

**BACKGROUND:** As the fiscal agent for the North Orange County Regional Consortium for Adult Education (NOCRC), North Orange Continuing Education (NOCE), is in continued need of office space for the California Adult Education Program (CAEP) employees and as a location to serve as the NOCRC regional center.

On January 26, 2016, the Board approved a Standard Office Lease with Anaheim Place Partners, LP (APP), for the NOCRC for Adult Education at 505 N. Euclid Avenue, Suite 200, Anaheim, CA 92801 through January 31, 2019. Since then, subsequent annual renewal lease agreements have been brought to the Board for approval.

NOCE is requesting retroactive approval for an additional one-year renewal lease agreement from February 1, 2023, through January 31, 2024, for a total cost of \$136,244, including all utility costs and custodial services.

This agenda item was submitted by Janeth Manjarrez, Director, California Adult Education Program for NOCRC.

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

**How does this relate to Board Policy:** This item is related to BP6500-Property Management.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The lease payment will be paid by the California Adult Education Program (CAEP) grant funds.

**RECOMMENDATION:** Authorization is requested for retroactive approval to enter into a one-year lease agreement from February 1, 2023, through January 31, 2024, with Anaheim Place Partners, LP, at 505 N. Euclid Avenue, (2nd Floor), Anaheim CA 92801 for a total of \$136,224 to house the California Adult Education Program (CAEP) personnel and serve as the regional center. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

  
Approved for Submittal

3.k

Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>          X          </u>
<b>DATE:</b>	February 28, 2023	Resolution	<u>                          </u>
		Information	<u>                          </u>
<b>SUBJECT:</b>	North Orange Continuing Education Curriculum Matters	Enclosure(s)	<u>                          X          </u>

**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. Due to updated CCCCO regulations in attendance accounting for noncredit distance education courses, some of the revisions are dated Summer 2022.

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 Summer 2023. 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  
Recommended by

*B. V. dist Brad M*  
Approved for Submittal

4.a.2  
Item No.



## North Orange Continuing Education Curriculum

Pending Board approval on February 28, 2023.  
 Approved by District Curriculum Coordinating Committee on February 10, 2023.  
 Approved by North Orange Continuing Education Curriculum Committee  
 on January 24, 2023, and January 30, 2023.

Note: Due to updated CCCC regulations in attendance accounting for noncredit distance education courses, the following revisions are dated Summer 2022.

Revised Courses				
Course ID	Title	Hours	Eff Date	Justification
ABED 100	Improving Individual Skills Lab	14-150	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses.
ABED 102	Supervised Tutoring	1-360	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.
ABED 105	NOCE Learning Center	36-150	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.
ABED 106	Literacy and Basic Skills Beginning	72	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.
ABED 110	College Prep - Basic Math	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 115	College Prep Pre-Algebra	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 116	College Prep Elementary Algebra	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 117	College Prep Pre and Elementary Algebra (Accelerated)	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 150	College Prep English Reading and Writing	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 405	GED/HiSET: Mathematics	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 406	GED/HiSET: Reading	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.

Revised Courses				
Course ID	Title	Hours	Eff Date	Justification
ABED 407	GED/HiSET: Science	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 408	GED/HiSET: Social Studies	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
ABED 409	GED/HiSET: Language Arts and Writing	72	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
BMGR 415	Written Communication-Business	18	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. . Update the DE addendum to reflect instructor-student contact hours.
BMGR 417	Effective Business Presentations	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
BMGR 421	Successful Negotiations	18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
BMGR 423	Introduction to Employment Law	18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
BUSA 100	Accounting Fundamentals for Bookkeepers	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
BUSA 101	Accounting Principles for Bookkeepers	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
BUSA 102	Payroll Fundamentals for Bookkeepers	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
CRAE 100	Creative Arts for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
CRAE 105	Painting for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
CRAE 106	Quilting for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
ECED 100	Early Childhood Development	54	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours.
ECED 105	Family and Community Relationships	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.

Revised Courses				
Course ID	Title	Hours	Eff Date	Justification
ECED 110	Early Childhood Education, Principles and Practice	54	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
ECED 115	Child Health and Safety	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
ECED 120	Curriculum for Early Childhood Education, Introduction	54	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours.
ECED 200	Early Childhood Education, Science and Math	36	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours.
ECED 205	Children with Special Needs	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
ECED 210	Infant-Toddler Care and Education	54	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours.
ECED 215	Language Arts and Literacy in Early Childhood	36	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours.
ECED 220	Early Childhood Education, Creative Experiences	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
ECED 225	Early Childhood Education, Music and Movement	36	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours.
ECED 400	Child Care Supervision and Administration	54	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
EDEN 100	Senior Topics for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.
EMER 104	Needlecrafts, Knitting, Crochet for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.
EMER 200	Ceramics for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.
EMER 210	China Painting for Older Adults	36	2022 Summer Term	Update DE addendum to reflect instructor student contact hours as per the updated CCCC regulations in attendance accounting for noncredit DE courses.
ENCO 501	Journey Back Into Time for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.
HLTH 161	History of Comedy and Humor for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCC regulations in attendance accounting for noncredit distance education courses.

Revised Courses				
Course ID	Title	Hours	Eff Date	Justification
HLTH 167	Staying Mentally Sharp for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
HLTH 200	Health and Wellness for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
HLTH 205	Health and Wellness for Older Adults: Adapted Mobility	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
IHSS 300	Transitioning to College	15	2022 Summer Term	Update hours for outside-of-class assignments and corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses.
IHSS 305	High School Economics A	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
IHSS 306	High School Economics B	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
IHSS 310	High School US Government A	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
IHSS 311	High School US Government B	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
IHSS 315	High School US History A	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
IHSS 316	High School US History B	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
IHSS 317	High School US History C	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
IHSS 318	High School US History D	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
MEDA 101	Computers in Healthcare and EHR, Introduction	36	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours.
MUSC 200	Music Arts for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours as per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
MUSC 303	Senior Chorus	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.
MUSC 304	Tone Chime Choir for Older Adults	36	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.

Revised Courses				
Course ID	Title	Hours	Eff Date	Justification
O TEC 100	Office Essentials	24	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 105	Microsoft Outlook Fundamentals	12	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 110	Business Math for Office Technology	24	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 111	Customer Relation Management (CRM), Introduction	18	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 200	Computer Concepts and Applications II A	20	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 201	Computer Concepts and Applications II B	20	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 202	Computer Concepts and Applications II C	20	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 205	Computer Concepts and Applications III A	18	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 206	Computer Concepts and Applications III B	18	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 210	Computer Concepts and Applications I	36	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 211	Computer Concepts and Applications II	60	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 212	Computer Concepts and Applications III	36	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 215	Computer Concepts and Applications IBEST	96	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
O TEC 230	Electronic Records Management	45-54	2022 Summer Term	Update the course hours to reflect the outside-of-class assignments as per the updated CCCC regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect the instructor-student contact hours. Course codes were also amended for accuracy.
PARN 101	Joyful Parenting-Creative Art, Music and Movement	18-36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCC regulations in attendance accounting for

Revised Courses				
Course ID	Title	Hours	Eff Date	Justification
				noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 102	Connected Parenting	18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 200	Joyful Parenting-Art, Music and Movement (Ages 2.5 - 4.5 years)	12-36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 237	Raising Thoughtful Children (Ages 1.5-2.5)	18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 238	Raising Thoughtful Children (Ages 2.5-5)	18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 260	Developmental Movement (Ages 1 - 2)	12-18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 261	Developmental Movement (Ages 2 - 3)	12-18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 262	Developmental Movement (Ages 3 - 4.5)	12-18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 262	Developmental Movement (Ages 3 - 4.5)	12-18	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 268	Love and Logic: Supporting Youth with Special Needs™	15-30	2022 Summer Term	Update hours for outside-of-class assignments. Update DE addendum to reflect instructor-student contact hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses.
PARN 269	Love and Logic: Adults Supporting Youth with Challenging Past™	18-36	2022 Summer Term	Update hours for outside-of-class assignments. Update DE addendum to reflect instructor-student contact hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses.
PARN 275	Parenting the Love and Logic Way Lab	12	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 277	Love and Logic Early Childhood: Parenting Made Fun! Lab	10	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 278	Love and Logic: Supporting Youth with Special Need Lab	8	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 279	Love and Logic: Adults Supporting Youth with Challenging Past Lab	12	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit distance education. Update DE addendum to reflect instructor-student contact hours.
PARN 295	Understanding Anti-Bias Framework	15	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for

Revised Courses				
Course ID	Title	Hours	Eff Date	Justification
				noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 296	Many Identities, One Diverse Nation	24	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 297	Raising Culturally Responsive Children	24	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PARN 305	Building Trauma Informed Communities: Understanding LGBTQ+ Youth	12	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 100	Pharmacy Technician, Introduction	60	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PTEC 105	Pharmacy Operations Lab	36	2022 Summer Term	Update outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update DE addendum to reflect instructor-student contact hours.
PTEC 110	Pharmaceutical Mathematics	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 115	Pharmacology I	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 120	Pharmacology II	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 125	Human Relations for Healthcare Workers	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 200	Pharmacy Technician, Lab for the In-Patient	48	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 205	Pharmacy Technician, Lab for the Out-Patient	48	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 300	Pharmacy Technician Practical Career Training - Entry	18	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
PTEC 310	Pharmacy Technician Certification Exam Review	36	2022 Summer Term	Update the outside-of-class assignments and the corresponding student learning hours as per the updated CCCCCO regulations in attendance accounting for noncredit DE courses. Update the DE addendum to reflect instructor-student contact hours.
SAFE 205	Mature Driver Improvement	8	2022 Summer Term	Update the DE addendum to reflect the instructor-student contact hours per the updated CCCCCO regulations in attendance accounting for noncredit distance education courses.



Course Deactivations			
Course ID	Title	Eff Date	Justification
BUSN 472	Improve Brain Power for the Workplace	2023 Summer Term	Course no longer offered.
BUSN 474	Creative Writing: Building Skills for Career	2023 Summer Term	Course no longer offered.
BUSN 476	Painting Arts: Building Skills for Art and Business	2023 Summer Term	Course no longer offered.
BUSN 478	Ceramic Arts: Building Skills for Art and Business	2023 Summer Term	Course no longer offered.
BUSN 480	Needlecraft: Building Skills for Art and Business	2023 Summer Term	Course no longer offered.
BUSN 482	Quilting: Building Skills for Art and Business	2023 Summer Term	Course no longer offered.
BUSN 484	Craft Artistry: Building Skills for Art and Business	2023 Summer Term	Course no longer offered.
BUSN 486	Drama: Performing as an Art and a Career	2023 Summer Term	Course no longer offered.
EMER 155	Writing Your Life Story for Older Adults	2023 Summer Term	Course no longer offered.
EMER 404	Growing and Maintaining a Home-based Business	2023 Summer Term	Course no longer offered.
FITN 330	Chair Fitness for Older Adults	2023 Summer Term	Course no longer offered.
HLTH 164	Bereavement Training for OA	2023 Summer Term	Course no longer offered.
HLTH 175	Healthcare Navigation Advocate for Older Adults	2023 Summer Term	Course no longer offered.
HLTH 185	Health and Wellness for Older Adults: Principles of Fall Prevention	2023 Summer Term	Course no longer offered.
IHSD 100	High School English A	2023 Summer Term	Course to be replaced.
IHSD 101	High School English B	2023 Summer Term	Course to be replaced.
IHSD 116	High School Math A	2023 Summer Term	Course to be replaced.
IHSD 117	High School Math B	2023 Summer Term	Course to be replaced.
IHSD 118	High School Math C	2023 Summer Term	Course to be replaced.
IHSD 119	High School Math D	2023 Summer Term	Course to be replaced.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES

**DATE:** February 28, 2023

**SUBJECT:** Academic Personnel

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

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

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

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

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

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

Irma Ramos

Recommended by

  
Approved for Submittal

5.a.1

Item No.

Academic Personnel  
February 28, 2023

TEMPORARY REASSIGNMENT

Duran, Sonia	FC	Director, EOPS/CARE/CalWORKs and FYSI (Foster Youth Success Initiative) Range 24, Column E Management Salary Schedule
	To:	CC Director on Special Assignment, Student Services Range 24, Column E Management Salary Schedule Eff. 03/01/2023-02/29/2024

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Preston, Colin	CC	Dean, Kinesiology/Athletics (Health Science additional duties) 10% Stipend Eff. 02/01/2023-06/30/2023
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PAYMENT FOR INDEPENDENT LEARNING CONTRACT FALL 2022

Aguet, Jacqueline	CC	\$140.00
Maher, Anthony	CC	\$10.00
McMillan, Marcus	CC	\$100.00
Mosqueda-Ponce, Therese	CC	\$425.00
Ramos, Jaime	CC	\$30.00
Armale, Ron	CC	\$10.00

LEAVE OF ABSENCE

Hormel, James	CC	Theatre Arts Instructor Load Banking Leave With Pay (13.33%) Eff. 2023 Spring Semester
Wolfe, Jeana	FC	Psychology Instructor Load Banking Leave With Pay (3.33%) Eff. 2023 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2023 SPRING SEMESTER

Anahuac, Citlalli	CC	Column 1, Step 1
Kerridge, Benjamin	FC	Column 1, Step 1
Mariscal, Shelley	CC	Column 1, Step 1
Vigil, Adriana	FC	Column 1, Step 1
Villa Rosales, Elizabeth	FC	Column 3, Step 1

Academic Personnel  
February 28, 2023

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Yim, Jean	FC	Column 1, Step 1
Quintana, Martha	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Adler, Eve	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Alimahomed, Kasim	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Alizadeh, Rassoul	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Bladh, Eric	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Chiplunkar, Sujata	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Daugherty, Sarah	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Domke, Kirk	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Forsythe, Chris	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Garcia, Amanda	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Gargano, Amanda	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
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Academic Personnel  
February 28, 2023

Hamer, Brittany	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Haro, Maria	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Johannsen, Jonathan	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Jones, Jeanette	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Jun, Christine	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Landis, Lenore	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Lebdeh, Layal	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Manginetti, Giovanni	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Molina, Jessica	CC	Mortuary Science Embalming Supervisor Column 1, Step 1 Lab Rate, Adjunct Faculty Salary Schedule Eff. 2023 Spring Semester
McNay, Sally	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Nguyen, Brian	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023

Academic Personnel  
February 28, 2023

Nobuhara, Mutsumi	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Roby, Scott	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Segovia, Ronal	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Sharp, Cara	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Simoese, Nora	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023
Sutfin, Thomas	CC	Course Curriculum Redesign Audit Stipend not to exceed \$1,000.00 Eff. 01/03/2023-01/18/2023

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>  X  </u>
<b>DATE:</b>	February 28, 2023	Resolution	<u>          </u>
<b>SUBJECT:</b>	Classified Personnel	Information	<u>          </u>
		Enclosure(s)	<u>  X  </u>

**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  

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Recommended by

*B. V. dist BudM*  

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Approved for Submittal

5.b.1  

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Item No.

Classified Personnel  
February 28, 2023

RESIGNATIONS

Payan Hernandez Martha	FC	Special Project Director, Technology and Engineering Temporary Management Position (100%) Eff. 02/08/2023 PN FCT971
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NEW PERSONNEL

Aceituno, Maria	NOCE	Instructional Designer 12-month position (100%) Range 54, Step E Classified Salary Schedule Eff. 03/01/2023 PN SCC825
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King, Elliot	NOCE	Admissions and Records Technician 12-month position (100%) Range 33, Step B Classified Salary Schedule Eff. 03/01/2023 PN SCC893
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CHANGE IN SALARY STEP

Cranz, Jon	FC	Grounds Coordinator (100%) From: Range 38, Step E To: Range 38, Step D Eff. 02/15/2023
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Samra, Zinnia	FC	Student Services Specialist, DSS (100%) From: Range 36, Step A To: Range 36, Step B Eff. 02/15/2023
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LEAVES OF ABSENCE

@00219782	FC	Student Services Specialist, Student Activities (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/23/2022 – 12/07/2022 (Consecutive Leave) Eff. 12/20/2022 – 02/24/2023 (Consecutive Leave)
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**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES

**DATE:** February 28, 2023

**SUBJECT:** Professional Experts

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

**BACKGROUND:** Professional Experts within budget.

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

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

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

**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 28, 2023

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Adams, Virgil	AC	Technical Expert II	Diversity & Inclusion Faculty Fellow	10	01/09/2023	06/30/2023
Bonnand, George	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/23/2023	05/20/2023
Carlin, Anna	FC	Technical Expert II	Cybersecurity Emerging Technology Lab	10	01/23/2023	05/20/2023
De Jesus, Roman	FC	Technical Expert II	Distance Education Division Representative	20	02/20/2023	05/20/2023
Hall, Lynda	NOCE	Project Expert	Career Pathway Specialist	26	02/14/2023	06/30/2023
Hernandez, Michael	FC	Project Expert	Assistant Concert Director	20	03/15/2023	04/30/2023
MacPherson, Carolyn	AC	Project Coordinator	Adjunct Processing, HR Tasks	26	02/01/2023	06/30/2023
Mande, Anupama	FC	Technical Expert II	Distance Education Division Representative	20	02/20/2023	05/20/2023
Padilla, Debra	NOCE	Project Coordinator	CTE SoCal Sheet Metal JATC	15	03/08/2023	03/24/2023
Salcedo, Joel	FC	Technical Expert II	Student Focus Group	20	01/04/2023	05/20/2023
Savary, Corie	CC	Project Coordinator	Campus Walking Tour and Engagement	26	02/20/2023	06/30/2023
Trapp, Stephen	NOCE	Technical Expert I	HSD DE Course Development	26	03/27/2023	06/30/2023

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** February 28, 2023

**SUBJECT:** Hourly Personnel

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

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

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

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

5.d.1

Item No.

Hourly Personnel  
February 28, 2023

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alakeli, Ayah	FC	Tech/Paraprof - Assist in Counseling/Assesment	03/15/23	06/14/23	TE A 2
Alikunju, Shahanas	FC	Tech/Paraprof - Assist in ACT computer lab	03/01/23	05/20/23	TE A 2
Barry, Denise	FC	Tech/Paraprof - On-call Theater Crew for rental productions	02/28/23	06/30/23	TE J 4
Escobar, Ascobar	AC	Technical - Assist in District Payroll Office	03/01/23	05/31/23	TE A 2
Felipe, Patrick	CC	Technical - Assist with Puente Program	03/01/23	05/31/23	TE A 1
Gates, Ashley	FC	Paraprof - Assist with Child Development Center Lab	03/15/23	06/14/23	TE B 1
Heraldez, Katrina	CC	Service/Maint - Assist in Hospitality, Restaurant, and Culinary	02/06/23	05/08/23	TE B 3
Lee, Yoon	FC	Technical - Assist in Campus Library	02/28/23	06/30/23	TE A 1
Michel, Joanna	FC	Technical - Assist in Math Lab	03/01/23	06/30/23	TE A 1
Ramirez, Miriam	FC	Paraprof - Assist with Child Development Center Lab	03/15/23	06/14/23	TE B 2
Smith, Cassandra	CC	Technical - Assist in Campus Safety	03/01/23	05/31/23	TE A 5
Stanley, Kawani	CC	Non-Direct Instr Support - Model for Life Drawing classes	03/01/23	05/19/23	TE G 1
Vergara, Ashley	FC	Technical - Assist in A & R	04/10/23	06/30/23	TE B 4
Vyas, Maulik	FC	Tech/Paraprof - Assist in ACT computer lab	03/01/23	05/20/23	TE A 2
Walker, Arielle	FC	Tech/Paraprof - On-call Theater Crew for rental productions	02/28/23	06/30/23	TE J 4

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Juarez, Jose	FC	Medical - Clinical Psychologist for campus Health Center	03/08/23	06/30/23	ME C 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Albadarin, Usama	CC	Direct Instr Support - Tutor for the Math Learning Center	03/01/23	06/30/23	TE A 2

Hourly Personnel  
February 28, 2023

Holliday, Raymond	FC	Direct Instr Support - Tutor for the VRC Tutoring Program	03/01/23	06/30/23	TE B 1
Hottenroth, Jayce	FC	Direct Instr Support - Tutor for the Math Learning Center	03/01/23	06/30/23	TE A 1
Zeff, John	CC	Direct Instr Support - Tutor for the Math Learning Center	03/01/23	06/30/23	TE A 2

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Bui, Emily	CC	Full-time Student - Assist in Student Activities	03/01/23	06/30/23	TE A 2
Chang, Seung Ho	FC	Full-time Student - Assist in Digital Art (DART) Lab	02/22/23	06/30/23	TE A 1
Guillen, Jessica	CC	Full-time Student - Assist in Photography	02/29/23	06/30/23	TE B 4
Khalil, Mohammad	CC	Full-time Student – Student Ambassador	01/03/23	06/30/23	TE A 1
Vasquez, Alyssa	FC	Full-time Student - Assist in Math Lab	03/01/23	06/30/23	TE A 1

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** February 28, 2023

**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  
February 28, 2023

Volunteers

<b>Name</b>	<b>Site</b>	<b>Program</b>	<b>Begin</b>	<b>End</b>
Ahumada, Armando	FC	VCR- Veteran's Administration Work Study	03/01/23	06/30/23
Flores-Cruz, Nicole	FC	Intern - Counseling and Student Development - Career Center	02/15/23	06/30/23

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
<b>DATE:</b>	February 28, 2023	Information	X
		Enclosure(s)	X
<b>SUBJECT:</b>	Board of Trustees Assessment Instrument		

**BACKGROUND:** On February 12, 2019, the Board adopted revised Board Policy 2745, Board Self-Evaluation, with the Board of Trustees Assessment Instrument to be distributed annually during the month of April. The Instrument was last revised on March 22, 2022 to separate question 36 in order to clarify that it is intended to solicit the Board's overall rating.

The Board of Trustees Assessment Instrument is scheduled to be distributed at the April 25, 2023 Board meeting, thus, there is a need for the Board to review and consider making changes by March 28, 2023.

**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 2745, Board Self-Evaluation.

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

**RECOMMENDATION:** It is recommended that the Board review the Board of Trustees Assessment Instrument, adopted August 26, 1997, and last revised March 22, 2022, and make appropriate changes to the instrument for re-adoption at the March 28, 2023 Board meeting.

Byron D. Clift Breland  
Recommended by

  
Approved for Submittal

6.a.1  
Item No.



## **North Orange County Community College District**

### **BOARD OF TRUSTEES ASSESSMENT**

Accrediting Commission for Community and Junior Colleges Standard IV.C.10: “Board policies and/or bylaws clearly establish a process for Board evaluation. The evaluation assesses the Board’s effectiveness in promoting and sustaining academic quality and institutional effectiveness. The governing board regularly evaluates its practices and performance, including full participation in board training, and makes public the results. The results are used to improve board performance, academic quality, and institutional effectiveness.”

The Board assessment is very different from the political evaluation, which takes place at the ballot box. The purpose of the Board assessment is to identify those areas of Board functioning which are working well and those which may need improvement.

The Board assessment speaks to the Board as a whole, not to individual trustees. It is the evaluation process of the overall effectiveness of the Board as a group making decisions.

### **PROCESS**

An assessment form will be distributed to all Board members and members of the District staff who regularly participate at Board meetings at the first meeting in April of each year.

The completed assessment forms shall be submitted to the Chancellor’s Office on or before the second meeting in April.

The Chancellor’s Office shall complete results of the assessment for distribution at the first meeting in May.

The assessment results shall be included as an agenda item for review and appropriate action at the second meeting in May.

## Board of Trustees Assessment

**Rating Scale:**  
**4 = Excellent**  
**3 = Acceptable**  
**2 = Need Improvement**  
**1 = Unsatisfactory**  
**0 = No Knowledge of**

Question	Rating	Comments/Suggestions
<b>The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of student learning programs and services.</b>		
1.	The Board has clearly defined institutional goals with desired outcomes both short and long-term.	
2.	The Board's highest priority is student learning and student success.	
3a.	The Board has established mission and vision statements, and a strategic plan that looks to the future, anticipating what the institution and its colleges will be like in 10 years.	
3b.	The Board reviews the mission and vision statements every three years.	
3c.	The Board regularly reviews its policies to be consistent with its mission.	
4.	The Chancellor's goals, as affirmed by the Board, establish priorities that are both strategic and manageable and provide Board direction for the administration.	
5a.	The Board upholds a code of ethics and conflict of interest policy.	
5b.	The Board has a clearly defined policy dealing with violations.	

6.	To ensure the institution is accomplishing its goals for student success, the Board regularly reviews key indicators of student learning and achievement and institutional plans for improving academic quality.		
7.	The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.		
8.	The Board regularly evaluates its processes to support continuous improvement.		
<b>Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning programs and services.”</b>			

Question		Rating	Comments/Suggestions
<b>As an independent policy-making body that reflects the public interest, the Board acts as a whole. The Board advocates for and defends the institution and protects it from undue influence or political pressures:</b>			
9.	Direction to staff is based on a consensus of a majority of the Board. Individual Board members do not assume authority.		
10.	Board members respect each other's opinions.		
11.	Discussions are structured so that all have an opportunity to contribute to the decision.		
12.	Board members have adequate information upon which to base decisions.		
13.	The Board reaches decisions on the basis of study of all available background data and consideration of the recommendation of the Chancellor.		

14.	The Board's delegation of administrative authority to the Chancellor is clear to all parties.		
<b>Overall rating for "The Board acts as a whole."</b>			

<b>Question</b>				<b>Rating</b>		<b>Comments/Suggestions</b>	
<b>Board meetings run effectively:</b>							
15.	Board members are punctual to and attend all Board meetings to conclusion.			16.	The Board reviews agenda materials and is prepared for Board meetings.		
17a.	New Board members, including student trustees, receive an orientation to roles and responsibilities and District mission and policies.			17b.	The Board members engage in ongoing professional development.		
18.	The Board agendas focus on policy issues that relate to Board responsibilities.			19.	The Board conducts its meetings in compliance with state laws, including the Brown Act.		
20.	Agendas include legislative and state policy issues that impact the District.			21.	Board meetings include some education or information time.		

22.	Board meetings provide adequate time for discussion.		
<b>Overall rating for “Board meetings run effectively.”</b>			

<b>Question</b>				<b>Rating</b>	<b>Comments/Suggestions</b>
<b>Board members are actively knowledgeable about and engaged in the District community:</b>					
23a.	Board members are knowledgeable about community college and state related issues.				
23b.	Board members are knowledgeable and take an appropriate role in the accreditation process.				
24.	The Board acts as an advocate for community colleges.				
25.	Board members are available to District employees for comments and suggestions.				
26.	The Board shows its support for the District through members attending various events.				
27.	The Board is knowledgeable about the District’s history, values, strengths, and weaknesses.				
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.				
29.	The Board has processes in place for appropriately involving the community in relevant decisions.				

30.	The Board helps promote the image of the District in the community.		
31.	The Board understands the collective bargaining process and its role in the process.		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.		
33.	The Board gives adequate attention to the mission and goals of the District.		
34.	The Board has a procedure for annual evaluations of the Chancellor.		
35.	The Board demonstrates a good understanding of collegial consultation and related processes.		
<b>Overall rating for “Board members are actively knowledgeable about and engaged in the District community.”</b>			

Question		Rating	Comments/Suggestions
<b>Overall rating for the Board and general comments:</b>			
36.	In general, what rating does the Board as a whole deserve?		
37.	General Comments/Suggestions:		

**Date of Adoption:** August 1997

**Date of Last Revision:** March 2022; March 2021; March 2019; March 2017; March 2015; March 2013; March 2009; March 2007; March 2005; August 2001

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	February 28, 2023	Resolution	<u>X</u>
<b>SUBJECT:</b>	Resolution Board of Trustees Excused Absence	Information	<u>        </u>
		Enclosure(s)	<u>X</u>

**BACKGROUND:** Pursuant to Board Policy 2725, Board Member Compensation, Board members may be paid for meetings when they are absent, if the Board adopts a Resolution verifying that the absence is excused.

Education Code Section 7425, Subdivision (c) reads as follows:

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 that time of the meeting he or she is performing services outside of 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.

**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 2725, Board Member Compensation.

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

**RECOMMENDATION:** It is recommended that the Board adopt Resolution No. 22/23-16, Trustee Absence verifying that Trustee Stephen T. Blount was absent on February 14, 2023 due to hardship and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. A signed affidavit from Trustee Blount verifying his absence due to hardship will be on file in the Chancellor's Office.

Byron D. Clift Breland  
Recommended by

  
Approved for Submittal

6.b.1  
Item No.

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



**Resolution 22/23-16, 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 Regular Board meeting of February 14, 2023, 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: February 28, 2023

6.b.2

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Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** February 28, 2023  
**SUBJECT:** Future Board Agenda Items

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

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

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

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

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

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

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

Byron D. Clift Breland  
Recommended by

  
Approved for Submittal

6.c  
Item No.

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

February 14, 2023

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, February 14, 2023, at 5:30 p.m. in the Anaheim Campus Board Room with a YouTube livestream broadcast.

Board President Ed Lopez called the meeting to order at 5:31 p.m. and asked Trustee Ryan Bent to lead the Pledge of Allegiance.

**TRUSTEE ROLL CALL:** Present: Ryan Bent, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Jacqueline Rodarte, Evangelina Rosales, and Student Trustee Kisha Mehta. Absent: Stephen T. Blount and Student Trustee Paloma Foster.

**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; Cynthia Olivo, President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, President, North Orange Continuing Education; Kai Stearns, District Director, Public & Governmental Affairs; Jennifer Oo, representing the North Orange Continuing Education Academic Senate; Damon De La Cruz, representing the Cypress College Academic Senate; Christie Diep, representing United Faculty; Pamela Spence, representing CSEA; Seija Rohkea, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT:** Paul de Dios and Steven Schoonmaker from Cypress College; Daniel Berumen, Danielle Fouquette, Katie King, and Jose Ramon Nuñez from Fullerton College; Karen Bautista, Terry Cox from North Orange Continuing Education; and Simone Brown Thunder, Danielle Davy, Geoff Hurst, Julie Kossick, Tami Oh, Chelsea Salisbury, and Rick Williams from the District Office.

**VISITORS:** Jim Bunker, Chloe-Maddison Heroux, Dash Johnson, and Terry Tao. 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 Jacqueline Rodarte that the following non-personnel items be approved by block vote:

Finance & Facilities: 3.a, 3.b, 3.c, 3.d, 3.g, 3.h, 3.i, 3.j, 3.k, 3.l, 3.m, 3.n, 3.o, 3.p, 3.q, 3.r  
Instructional Resources: 4.a

**Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Mehta'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, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

## **CHANCELLOR'S REPORT**

**Chancellor Byron D. Cliff Breland** reported on his attendance at a Vision for Success workshop, co-sponsored by the State Chancellor's Office and the Aspen Institute, which he attended with **Trustee Evangelina Rosales**.

Dr. Cliff Breland thanked NOCE and the North Orange County Regional Consortium (NOCRC) for hosting the Partners' Breakfast which allows community partners to network and share information, and also thanked **Dennis Davino** and **Martha Turner** for the opportunity to tour the Lifeskills Education Advancement Program (LEAP) facilities and learn more about the program. He expressed his excitement regarding NOCE's enrollment growth and efforts to reconnect with the community, and his gratitude to **Valentina Purtell** and her team for continuing to make NOCE a beacon of hope for the community.

**MINUTES:** It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Regular Meeting of January 24, 2023. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, and Rosales voting yes, including Student Trustee Mehta's advisory vote, and Trustee Rodarte abstaining.**

## **FINANCE & FACILITIES**

**Item 3.a:** By block vote, authorization was granted to ratify purchase order numbers P0155702 - P0156186 through January 30, 2023, totaling \$2,572,755.22, and check numbers C0054379 – C0054452, totaling \$115,201.82; check numbers F0289780 – F0289990, totaling \$8,023,483.31; check numbers 88530425 – 88531268, totaling \$6,994,772.57; check numbers V0031905 – V0031909, totaling \$3,805.00; check numbers 70124042 – 70124046, totaling \$2,290.50; and disbursements E9078889 – E9086141, totaling \$7,503,143.35, through January 31, 2023.

**Item 3.b:** By block vote, authorization was granted to make adjustments to the General Fund, Child Development Fund, and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2022-2023 allocations and to adopt resolutions to adjust budgets and authorize expenditures with the General Fund, Child Development Fund, and Financial Aid Fund pursuant to the California Code of Regulations Title 5 §58308.

Further authorization was granted for the Vice Chancellor, Finance & 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.

**Item 3.c:** By block vote, authorization was granted for Fullerton College to accept donations to its divisions, departments, and/or programs.

**Item 3.d:** By block vote, authorization was granted for the 2022-2023 General Fund transfers netting to the amount of \$168,740 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5 §58307.

**Item 3.e:** The Board received and reviewed the District's Quarterly Financial Status Report for the quarter ended December 31, 2022, as required by Title 5 §58310.

**Item 3.f:** The Board received and reviewed the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended December 31, 2022. Trustee Jacqueline Rodarte noted that she would provide an update to the Board after the next Retirement Board meeting.

**Item 3.g:** By block vote, authorization was granted to use hospitality funds to sponsor the A2MEND Summit conference as a diamond sponsor at a cost of \$10,000.

**Item 3.h:** By block vote, authorization was granted to use hospitality funds to sponsor a table at the Access California Services Gala at a cost of \$1,500.

**Item 3.i:** By block vote, authorization was granted to use hospitality funds to sponsor the APAHE conference as a gold sponsor at a cost of \$4,000.

**Item 3.j:** By block vote, authorization was granted to amend the consultant agreement with MAAS Companies to provide project support services for the Swing Space Interim Housing and Tower First Floor Life/Safety Renovation Projects at the Anaheim Campus and increase the contract amount by \$908,063 from \$450,300 to \$1,358,363.

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.k:** By block vote, authorization was granted to amend the consultant agreement with SVA Architects for the Swing Space Interim Housing Project at the Anaheim Campus and increase the contract amount by \$1,150 from \$124,800 to \$125,950 to provide an updated construction cost estimate based on the DSA-approved set of plans and specifications.

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.l:** By block vote, authorization was granted to award Bid #2223-12, Fire Riser Replacement at Anaheim Campus to ADT Commercial in the amount of \$207,878, including an allowance of \$22,000.

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

**Item 3.m:** By block vote, authorization was granted to approve deductive change order #5 for the Districtwide Network Refresh Project in the amount of \$1,980,626; reducing the contract from \$24,201,779 to \$22,221,153.

Further Authorization was granted for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the deductive change order on behalf of the District.

**Item 3.n:** By block vote, authorization was granted to extend the contract with PlanNet Consulting to June 30, 2023 and increase the contract amount by \$19,350, increasing the total contract amount from \$546,340 to \$565,690.

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

**Item 3.o:** By block vote, authorization was granted to approve Change Order 01 for Bid 2122-24 Fine Arts Swing Space Project at Cypress College with New Dynasty Construction Co., increasing the contract from \$2,005,000 to \$2,092,863 and extending the contract time from January 16, 2023 to March 10, 2023.

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

**Item 3.p:** By block vote, authorization was granted to increase the agreement with Sundt Construction by \$91,968 for a new total contract amount of \$418,161 for Construction Management Services for the Fine Arts Swing Space Project at Cypress College.

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.q:** By block vote, authorization was granted to approve an amendment to the agreement with Pathways of Hope and increase the contract amount by \$5,500 for a new contract amount not to exceed \$222,710, all other terms remain the same.

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

**Item 3.r:** By block vote, authorization was granted to approve out-of-country travel for Dani Wilson and Angela Henderson to Seville, Spain, March 13 – March 17, 2023, to conduct a site visit for the Seville, Spain Spring 2023 Study Abroad Program. The projected expense for each attendee is \$700 for a total of \$1,400, to be funded by the Fullerton College Library/Learning Resources, Instructional Support Programs and Services' Study Abroad budget.

## **INSTRUCTIONAL RESOURCES**

**Item 4.a:** By block vote, authorization was granted to approve the 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.

**Item 4.b:** It was moved by Trustee Evangelina Rosales and seconded by Trustee Jacqueline Rodarte to approve the revised Fullerton College Mission and Core Values in order to satisfy accreditation requirements.

Daniel Berumen and Danielle Fouquette led a presentation outlining the process that took place to revise the College's Mission Statement and Core Values and the changes that were incorporated in order to align processes.

During the discussion, trustees inquired about student involvement in the process, the potential addition of a succinct statement to the Mission Statement outlining who the College

is, consideration of adding anti-racism, whether Board approval is time sensitive, involvement of community members outside of the College, and how it would be helpful to engage the Board in the process earlier.

Trustees noted that they liked the Core Value Clusters, sought clarification on why specific wording was selected including language related to existing oppressive structures, considered adding accessibility to Core Value #1, adding integrity to Core Value #2,

Trustees expressed concern with the proposed Mission Statement revisions which imply that there are several ongoing barriers which can be misconstrued as negative oppressive institutional structures. It was proposed that the language be changed to “removing barriers to success” which conveys the same message. Trustees discussed the approval items for both items and expressed a desire to see revisions in a timely fashion and not on the three-year cycle.

Chancellor Cliff Breland thanked the Board for their feedback and suggested that revisions to the Mission Statement and Core Values should go back through the campus shared governance process. Daniel Berumen noted a preference to take it back through the process again to allow for involvement which was the original intent, and stated that the Mission Statement could remain as is for the time being.

It was then moved by Trustee Jeffrey P. Brown and seconded by Trustee Ryan Bent to separate the revised Mission Statement and Core Values in order to approve the Core Values and request that the Mission Statement be referred back to the campus to address concerns expressed by the Board. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Mehta’s advisory vote.**

The Board then voted on the amended motion to approve the revised Fullerton College Core Values in order to satisfy accreditation requirements and refer the Mission Statement back to the campus for further review. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Mehta’s advisory vote.**

(See Supplemental Minutes #1312 for a copy of the presentation.)

## **HUMAN RESOURCES**

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

### RETIREMENT

Blanche, Giselle	FC	Sociology Instructor Eff. 05/21/2023 PN FCF976
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### RESIGNATION

Gaetje, Lisa	CC	Dean, Social Science Last day worked: 01/31/2023 PN CCM999
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Villa Rosales, Elizabeth      FC      Temporary Ethnic Studies Instructor  
 Temporary Contract  
 Pursuant to E.C. 87482  
 Last day worked: 12/10/2022  
 PN FCT582

#### TEMPORARY REASSIGNMENT

Turner, Martha      NOCE      Manager, NOCE ESL/Citizenship  
  
 To:      Interim NOCE Associate Dean I, Lifeskills  
 Education  
 Advancement Program  
 12 Month position (100%)  
 Range 25, Step A  
 Management Salary Schedule  
 Eff. 02/15/2023-06/30/2023

#### TEMPORARY CONTRACT

FitzMaurice, Hillary      NOCE      Noncredit ESL Instructor  
 Temporary Contract (100%)  
 Pursuant to E.C. 87482  
 Class B, Step 1  
 Eff. 02/06/2023-05/27/2023

#### PROBATIONARY CONTRACT EXTENSION

Filip, Dragana      CC      Psychiatric Technician Instructor  
 From:      2022/2023 academic year  
 To:      2023/2024 academic year

#### CHANGE IN SALARY CLASSIFICATION

Corches, Alex      CC      Biological Sciences Instructor (ADJ)  
 From:      Column 1, Step 1  
 To:      Column 3, Step 1  
 Eff. 08/22/2022

De Magalhaes, Nzola      FC      Chemistry Instructor (ADJ)  
 From:      Column 1, Step 1  
 To:      Column 3, Step 1  
 Eff. 08/22/2022

#### ADDITIONAL DUTY DAYS @ PER DIEM

Alhadeff, Andrew	CC	Head Coach, Men's Basketball	15 days
Byrnes, Tim	FC	Asst Coach, Swim/Dive	8 days
Canner, Mark	CC	Head Coach, Men's Water Polo	13 days
Canner, Mark	CC	Head Coach, Women's Water Polo	13 days
Mohr, Margaret	CC	Asst Coach, Women's Basketball	11 days
Welliver, Nancy	CC	Head Coach, Women's Volleyball	13 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACT – FALL 2022

Daniel, William	FC	\$50.00
Markley, Karen	FC	\$20.00

LEAVE OF ABSENCE

@00010022	NOCE	Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 01/11/2023-03/02/2023
@00004489	FC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 01/10/2022 (8 hours), 01/14/2022 (8 hours)
@00005858	FC	SB 95 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 11/17/2021-11/24/2021 (28.76 hours)
@00122681	CC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 11/01/2022-11/04/2022 (32 hours)
@00268395	CC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 12/01/2022 (3 hours), 12/02/2022 (4.25 hours), 12/05/2022 (8.75 hours)
@00604434	FC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 08/04/2022 (7 hours) and 08/08/2022-08/11/2022 (30 hours)
@00874209	CC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 11/28/2022-12/01/2022 (29 hours)
@00950997	FC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 01/7/2022 (6 hours)
@00993828	NOCE	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 06/06/2022-06/09/2022 (30 hours)
@01132980	CC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 08/24/2022 (10 hours), 08/26/2022 (7 hours)



@01133556	CC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 08/19/2022 (1.5 hours)
@01158255	NOCE	Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 01/13/2023-05/27/2023
@01158904	FC	Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted: Unpaid thereafter Eff. 01/30/2023-03/31/2023
@01319370	CC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 11/07/2022 (4 hours), 11/08/2022 (5.5 hours), 11/09/2022 (4 hours), 11/17/2022 (5.5 hours)
@01531237	FC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 11/02/2022 (5 hours), 11/03/2022 (7 hours), 11/07/2022 (7 hours), 11/10/2022 (4 hours)
@01565952	CC	Family Medical Leave (FMLA/CFRA) (Intermittent) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/19/2023-05/20/2023
@01567158	FC	AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/19/2023-03/17/2023
@01672586	CC	SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 12/05/2022 (6.25 hours), 12/06/2022 (4.5 hours)
Barsamian, Aram	FC	Music Instructor Load Banking Leave With Pay (3.33%) Eff. 2023 Spring Semester
Covey, Kendyl	CC	English Instructor Load Banking Leave With Pay (46.67%) Eff. 2023 Spring Semester
Chiang-Schultheiss, Darren	FC	English Instructor Load Banking Leave With Pay (20.00%)

		Eff. 2023 Spring Semester
Chiaromonte, Thomas	FC	Early Childhood Education Instructor Load Banking Leave With Pay (20.00%) Eff. 2023 Spring Semester
Cowieson, William	FC	Mathematics Instructor Load Banking Leave With Pay (100.00%) Eff. 2023 Spring Semester
Flores, Christy	FC	English Instructor Load Banking Leave With Pay (13.33%) Eff. 2023 Spring Semester
Keel, Lawrence	FC	English Instructor Load Banking Leave With Pay (13.33%) Eff. 2023 Spring Semester
Loney, Laura	FC	Mathematics Instructor Change in Load Banking Leave With Pay From: 42.50% To: 11.67% Eff. 2023 Spring Semester
Negus, Anne	FC	History Instructor Load Banking Leave With Pay (20.00%) Eff. 2023 Spring Semester
Plett, Christina	CC	Mathematics Instructor Load Banking Leave With Pay (6.67%) Eff. 2023 Spring Semester
Pope, Daniel	FC	Art Instructor Load Banking Leave With Pay (33.34%) Eff. 2023 Spring Semester
Sallade, Doug	CC	Air Conditioning/Refrigeration Instructor Load Banking Leave With Pay (.004%) Eff. 2023 Spring Semester
Tran, Stephanie	CC	English Instructor Load Banking Leave With Pay (26.67%) Eff. 2023 Spring Semester
Willis, Marc	FC	Earth Sciences Instructor Load Banking Leave With Pay (3.25%) Eff. 2023 Spring Semester
Wilson, Marcus	FC	Business Instructor Rescind Load Bank Leave With Pay Eff. 2023 Spring Semester

Young, Calvin	FC	Biological Sciences Instructor Load Banking Leave With Pay (23.30%) Eff. 2023 Spring Semester
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2023 SPRING SEMESTER

Aponte, Zola	CC	Column 1, Step 1
Bolourieh, Fariba	NOCE	Column 3, Step 1
Cedillos Perez, Katherine E	NOCE	Column 2, Step 1
Ghidella, Devin	FC	Column 1, Step 1
Hamill, Naomi	CC	Column 1, Step 1
Hao, Josephine	FC	Column 1, Step 1
Hernandez, Miguel	CC	Column 1, Step 1
Hong, Andrew	NOCE	Column 2, Step 1
Jezek-Arriaga, Suzanne	FC	Column 1, Step 1
Jones, Ashley Lynn	CC	Column 2, Step 1
Kaluza, Matjaz	FC	Column 1, Step 1
Mirza, Sara	FC	Column 1, Step 1
Moreno, Alyssa	CC	Column 1, Step 1
Nayeri, Ali	FC	Column 1, Step 1
Pak, Sandra Charrell	CC	Column 1, Step 1
Parra, Lucia	FC	Column 1, Step 1
Perez, Kimberly	FC	Column 1, Step 1
Ponsford, Catherine Mary	FC	Column 1, Step 1
Rietveld, James	FC	Column 3, Step 1
Rivera, Rodrigo	CC	Column 1, Step 1
Saed, Natalie Maher	FC	Column 1, Step 1
Small, Sean Patrick	CC	Column 1, Step 1
Starks, Brenda Anne	CC	Column 1, Step 1
Tepaz, Karen	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Aleman, Belinda	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Barrios, Claudia	FC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Alquiza, Darlene	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
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Arellano, Peggy	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
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Atkinson, Anne	NOCE	Professional Development Training Stipend not to exceed \$200.00
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Eff. 01/11/2023

Azarcon, Cynthia	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Blandford, Cindy	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Brown, Stephan	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Carmona, Mirta	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Carter, Chivonne	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Chung, Kevin	FC	Biology Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Cipriano, Joseph	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Colby, Kathryn	FC	Chemistry: Course Materials to Pedagogy and Beyond Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/09/2023  Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Daoudi, Youssef	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
De Magalhaes, Nzola	FC	Chemistry: Course Materials to Pedagogy and Beyond Training

Stipend from: \$75.00  
 Stipend to: \$120.00  
 Eff. 01/09/2023

Chemistry Lab Safety Training  
 Stipend from: \$75.00  
 Stipend to: \$120.00  
 Eff. 01/19/2023

Dejong, Michael	FC	Biology Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Echolds, Nora	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Espinoza, Maria	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Harry, Honour	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Hasan, Fouton	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Hasenbein, John	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Head, Kandace	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Hertogh, Lorna	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Hong, Hea Jin	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Hong, Song	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023

Huang, Wayne	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Jeong, Myeong-Ho	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Johnson, Lisa	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Kepler, Marc	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Kim, Hannah	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Ko, Hyun	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Koh, Myung	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Laradji, Amine	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Lee, Chris	FC	Chemistry: Course Materials to Pedagogy and Beyond Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/09/2023
Lim, Emmie	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Lin, Susan	FC	Biology Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023

Littlejohn, Stacey	FC	Chemistry: Course Materials to Pedagogy and Beyond Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/09/2023
Luo, Jin	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Martin, Karen	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Mathis, Elline	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Mcmath-Akers, Lisa	FC	Biology Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Mora, Jamie	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Moreno, Enrique	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Myers, Victoria	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Nguyen, Sophie	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Odom, Eboni	NOCE	Online Teaching Certificate Training Stipend not to exceed \$250.00 Eff. 06/01/2022-06/30/2022
Pabla, Hardeep	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Palacio, Daniel	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023

Pham, Victor	FC	Biology Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Pico, Karina	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Pratt, Cynthia	FC	Chemistry: Course Materials to Pedagogy and Beyond Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/09/2023  Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Priest, Michelle	FC	Biology Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Prutyaynov, Victor	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Quintanilla, Melissa	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Raihan, Shanjida	FC	Chemistry: Course Materials to Pedagogy and Beyond Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/09/2023
Renders, Peter	FC	Chemistry Lab Safety Training Stipend from: \$75.00 Stipend to: \$120.00 Eff. 01/19/2023
Rezai, Maryam	NOCE	Professional Development Training Stipend not to exceed \$200.00 Eff. 01/11/2023
Rival, Gira	FC	Chemistry Lab Safety Training Stipend from: \$75.00



Stipend to: \$120.00  
Eff. 01/19/2023

Saed, Natalie FC Chemistry Lab Safety Training  
Stipend from: \$75.00  
Stipend to: \$120.00  
Eff. 01/19/2023

Sahakian, Souzan NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Samuel-Phillips, Cathrine FC Biology Lab Safety Training  
Stipend from: \$75.00  
Stipend to: \$120.00  
Eff. 01/19/2023

Serrano, Helen NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Sharar, Erica FC Biology Lab Safety Training  
Stipend from: \$75.00  
Stipend to: \$120.00  
Eff. 01/19/2023

Shields, Julie NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Shneezai, Meena NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Skinner, Michael FC Chemistry: Course Materials to Pedagogy and Beyond Training  
Stipend from: \$75.00  
Stipend to: \$120.00  
Eff. 01/09/2023

Chemistry Lab Safety Training  
Stipend from: \$75.00  
Stipend to: \$120.00  
Eff. 01/19/2023

Smith, Fawn NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Thakkar, Nirali NOCE Professional Development Training  
Stipend not to exceed \$200.00

Eff. 01/11/2023

Thompson, Kimberly NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Urionabarrenechea, Clara NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Villarreal, Maria NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Williams, Courtney NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Wright, Raquel NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Yang, Samuel NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Yano, James FC Chemistry Lab Safety Training  
Stipend from: \$75.00  
Stipend to: \$120.00  
Eff. 01/19/2023

Yore, Jason NOCE Professional Development Training  
Stipend not to exceed \$200.00  
Eff. 01/11/2023

Zaitoun, Basel FC Chemistry Lab Safety Training  
Stipend from: \$75.00  
Stipend to: \$120.00  
Eff. 01/19/2023

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

### RESIGNATIONS

Mezzano, Aaron FC Administrative Assistant II  
12-month position (100%)  
Eff. 02/03/2023  
PN FCC695

Rocha, Armando                      CC                      Facilities Custodian I  
 12-month position (100%)  
 Eff. 02/10/2023  
 PN CCC908

PROBATIONARY RELEASE

@01975105                      FC                      Facilities Custodian I  
 11-month position (100%)  
 Eff. 01/13/2023  
 PN FCC874

NEW PERSONNEL

Aguirre, Carly                      CC                      Administrative Assistant I  
 12-month position (100%)  
 Range 33, Step A  
 Classified Salary Schedule  
 Eff. 02/15/2023  
 PN CCC843

Samra, Zinnia                      FC                      Student Services Specialist  
 12-month position (100%)  
 Range 36, Step A  
 Classified Salary Schedule  
 Eff. 02/15/2023  
 PN FCC800

Valdez, Sergio                      FC                      HVAC Mechanic I  
 12-month position (100%)  
 Range 34, Step E  
 Classified Salary Schedule  
 Eff. 02/15/2023  
 PN FCC845

CHANGE IN HIRE DATE

Martinez Becerra, Edgar                      FC                      Campus Safety Officer  
 12-month position (100%)  
 From: 02/01/2023  
 To: 02/15/2023  
 PN FCC842

Sandoval, Nydia                      CC                      Administrative Assistant I  
 12-month position (100%)  
 From: 01/15/2023  
 To: 02/01/2023  
 PN CCC957

CHANGE IN STEP

Majano, Mauricio                      FC                      Office Coordinator/Catalog & Scheduling Coordinator  
 From: Range 40, Step A  
 To:     Range 40, Step B

PROMOTION

Jara, Jacqueline                      FC                      Admissions and Records Technician  
 12-month position (100%)  
 PN FCC968

To:     Admissions and Records Specialist  
 12-month position (100%)  
 Range 36, Step E + 5% Longevity + PG&D  
 Classified Salary Schedule  
 Eff. 02/15/2023  
 PN FCC550

Thomas, Corinne                      FC                      Alternate Media Specialist  
 12-month position (100%)  
 PN FCC627

To:     Instructional Designer  
 12-month position (100%)  
 Range 54, Step A +10% Longevity + PG&D  
 Classified Salary Schedule  
 Eff. 02/15/2023  
 PN FCC549

Vasquez, Joseph                      CC                      Facilities Custodian I  
 12-month position (100%)  
 PN CCC914

To:     Skilled Maintenance Assistant  
 12-month position (100%)  
 Range 34, Step E + 25% Longevity + PG&D  
 Classified Salary Schedule  
 Eff. 02/15/2023  
 PN CCC909

TRANSFER

West, Deborah                      CC                      From: Administrative Assistant I  
 12-month position (100%)  
 PN CCC843

To:     Campus Safety Officer  
 12-month position (100%)  
 Eff. 02/01/2023  
 PN CCC999

VOLUNTARY CHANGES IN ASSIGNMENT

Boss, Brian	FC	<p>Evaluator (100%)</p> <p>Temporary Change in Assignment          To: AC Office Coordinator          12-month position (100%)          Range 40, Step D + 5% Longevity +PG&amp;D          Classified Salary Schedule          Eff. 02/15/2023 – 06/30/2023</p>
Jackson-Reed, Leslie	NOCE	<p>Administrative Assistant II (100%)          Basic Skills/High School Diploma Program</p> <p>Extension of Temporary Change in Assignment          To: CC Physical Plant/Maintenance and Operations          Eff. 01/01/2023 – 02/28/2023</p>
Jones-Horwood, Kelley	FC	<p>Administrative Assistant II (100%)</p> <p>Temporary Change in Assignment          To: Interim Director, Career Technical Education          12-month position (100%)          Range 16, Column A          Management Salary Schedule          Eff. 02/15/2023 – 06/30/2023          Eff. 07/01/2023 – 01/31/2024</p>
Laveaga, Rebeca	CC	<p>Student Services Specialist, Transfer Center (100%)</p> <p>Extension of Temporary Assignment          To: Administrative Assistant III          12-month position (100%)          Range 41, Step D + 15% Longevity          Classified Salary Schedule          Eff. 02/07/2023 – 04/30/2023</p>
Nguyen, Hai	FC	<p>IT Specialist, Network (100%)</p> <p>Extension of Temporary Assignment          To: IT Services Coordinator II          12-month position (100%)          Range 52, Step E + 25% Longevity          Classified Salary Schedule          Eff. 01/01/2023 – 02/28/2023</p>
Ponce, Yolanda	NOCE	<p>Instructional Assistant, ESL (40%)</p> <p>Temporary Increase in Percent Employed          From: 40%          To: 100%</p>

Eff. 01/01/2023 – 06/30/2023

Ung, Scott	FC	IT Technician II (100%)  Extension of Temporary Assignment To: IT Specialist, Network 12-month position (100%) Range 44, Step E + 20% Longevity + PG&D Classified Salary Schedule Eff. 01/01/2023 – 02/28/2023
Vasquez, Norma	FC	Student Services Specialist (100%)  Temporary Decrease in Percent Employed From: 100% To: 65% Eff. 02/13/2023 – 06/30/2023

PROFESSIONAL GROWTH & DEVELOPMENT

Alton, Meg	CC	Admissions and Records Technician (100%) 2 <sup>nd</sup> increment (\$400) Eff. 07/01/2023
Arellano, Alexis	CC	Dental Hygiene Clinical Technician (100%) 1 <sup>st</sup> increment (\$400) Eff. 07/01/2023
Asavakulpanus, Nipa	AC	District Accounting Specialist (100%) 2 <sup>nd</sup> increment (\$400) Eff. 07/01/2022
Beck, Lela	CC	Administrative Assistant III, ISS (100%) 1 <sup>st</sup> increment (\$400) Eff. 07/01/2023
Salinas, Janelle	CC	Tutorial Services Coordinator (100%) 3 <sup>rd</sup> increment (\$400) Eff. 07/01/2023

STIPEND FOR ADDITIONAL AMINISTRATIVE DUTIES

Aikin, Carmen	AC	Executive Assistant II (100%) Extension of 6% Stipend Eff. 01/01/2023 – 06/30/2023
Aranda, Joseph	AC	Administrative Assistant II (100%) 6% Stipend Eff. 01/01/2023 – 06/30/2023

ADMINISTRATIVE REORGANIZATION

Cranz, Jon	FC	Landscape Coordinator 12-month position (100%) Range 33, Step E Classified Salary Schedule PN FCC875  To: Grounds Coordinator 12-month position (100%) Range 38, Step E Classified Salary Schedule Eff. 02/15/2023
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Leonardo, Sergio	CC	Landscape Coordinator 12-month position (100%) Range 33, Step E + 25% Longevity Classified Salary Schedule PN CCC904  To: Grounds Coordinator 12-month position (100%) Range 38, Step E + 25% Longevity Classified Salary Schedule Eff. 02/15/2023
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LEAVES OF ABSENCE

@01194985	AC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/21/2022 – 12/22/2022 (16 hours)
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@01541035	NOCE	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/12/2022 – 12/15/2022 (24 hours)
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@01509906	FC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/13/2022 – 12/22/2022 (64 hours)
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@00722225	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/19/2022 – 12/22/2022 (32 hours)
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@01676047	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/13/2022 – 02/13/2023 (Consecutive Leave)
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@00846773	FC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave
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Eff. 01/17/2022 – 01/31/2022 (80 hours)

@01423019	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/19/2022 – 12/22/2022 (32 hours)
@01348813	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/19/2022 – 12/21/2022 (28 hours)
@01639523	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/19/2022 – 12/22/2022 (40 hours)
@01623494	AC	Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 09/26/2022 – 12/22/2022 (Consecutive Leave)
@01577597	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/05/2022 – 12/09/2022 (40 hours)
@01216737	CC	Unpaid Personal Leave Eff. 02/09/2023 – 02/24/2023 (Consecutive Leave)
@01472916	CC	Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 12/01/2022 – 01/27/2023 (Consecutive Leave)
@01813270	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/14/2022 – 12/22/2022 (51 hours)
@01962099	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/16/2022 – 12/22/2022 (40 hours)
@00324912	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 07/27/2022 – 07/28/2022 (20 hours); 08/01/2022 – 08/02/2022 (20 hours)
@00218564	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/17/2022 – 01/31/2022 (80 hours)
@00813408	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/16/2022 – 12/22/2022 (40 hours)



@01492199	FC	Unpaid Personal Leave Eff. 12/19/2022 – 12/22/2022 (Consecutive Leave)
@00007654	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/19/2022 – 12/20/2022 (16 hours)
@01168483	FC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 11/21/2022 – 11/23/2022 (24 hours)
@00796090	FC	Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 03/06/2023 – 05/26/2023 (Consecutive Leave)
@01764787	NOCE	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 11/23/2022 (8 hours); 11/28/2022 (8 hours); 12/05/2022 (8 hours)
@01523617	CC	Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 01/03/2023 – 01/18/2023 (Consecutive Leave)
@00894648	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/12/2023 – 02/09/2023 (Consecutive Leave)
@01681651	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 09/01/2022 – 09/02/2022 (16 hours)
@01681651	CC	Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 02/03/2023 – 02/15/2023 (Consecutive Leave)
@00231691	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/20/2022 – 12/22/2022 (24 hours)
@00840287	NOCE	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/12/2022 – 12/16/2022 (40 hours)

@01622020	AC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/13/2022 – 12/22/2022 (67 hours)
@00933875	CC	SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 12/15/2022 – 12/23/2022 (56 hours)
@01281214	AC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 02/17/2023 – 03/03/2023 (Consecutive Leave)

#### NEW CONFIDENTIAL JOB DESCRIPTION

Human Resources Coordinator/EEO and Compliance  
Range 37C  
Confidential Salary Schedule

#### REVISED CLASSIFIED JOB DESCRIPTIONS

Campus Safety Officer Coordinator  
Range 40  
Classified Salary Schedule

Grounds Coordinator  
Range 38  
Classified Salary Schedule

**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 #1312 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 #1312 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 #1312 for a copy of the volunteer listing.)

**Item 5.f:** It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Barbara Dunsheath that the Board approve the following contract and amendments for Monte Perez, Interim President, Fullerton College:

Monte Perez shall be placed on Step H (\$285,097), two hundred eighty-five thousand, and ninety-seven dollars, of the Executive Officer Salary Schedule, effective July 5, 2022.

Monte Perez's salary shall be adjusted to \$306,997 (Step H), three hundred six, and nine hundred ninety-seven dollars, of the Executive Officer Salary Schedule, effective August 1, 2022 and shall receive a \$3,500 doctoral stipend per fiscal year, prorated based on the number of remaining months.

In addition, the contract period is extended through January 31, 2023, for Monte Perez and the original employment contract amended to reflect the salary increases and extension.

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

(This action was orally reported by Board President Ed Lopez per the Brown Act, at California Government Code Section 54953(c)(3), as amended.)

## GENERAL

**Item 6.a:** It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Evangelina Rosales to adopt revised Board Policy 6250, Budget Management. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Mehta's advisory vote.**

The revised Board Policy will be available on the District's website, where it is readily accessible by students, employees, and the general public.

**Item 6.b:** It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Evangelina Rosales to approve the District's Emergency Conditions Recovery Plan Update. As part of the discussion, Vice Chancellor Cherry Li-Bugg shared a presentation outlining the District plan including background, the application process, the recovery plan goals, enrollment goals, and FTES/FTEF ratio goals.

During the presentation trustees sought clarification on the FTES annual increases, the variance between the college FTES rates, increases between new students or returning students, the NOCE digital marketing and nurturing campaign figures and outreach efforts, availability of additional dual enrollment sections when classes fill, the size of the Cal Bright campus and impact on the District, whether NOCE advertisements highlight that interpreters are available, whether NOCE outreach efforts include workshops catering to parents, and if workshop attendees are registered in order to offer future direct marketing.

Chancellor Cliff Breland stated that students are asking for different modalities and as they come back, they are expressing a desire to access classes on the weekends. He noted that there are opportunities for distance education as we move forward and he thanked faculty and staff for all of the work they have put in to manage these environments.

Subsequent to the discussion, the **motion carried with Trustees Bent, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Mehta's advisory vote.**

(See Supplemental Minutes #1312 for a copy of the presentation.)

**Item 6.c:** The Board received as information revised Administrative Procedure 7120-4, Management Employee Hiring.

During the discussion, Trustee Jeffrey P. Brown urged the Chancellor to consider making a change to section 4.2.10 to allow for the addition of up to four community representatives or outside experts relative to the position for the vice chancellor recruitments. He stated that vice chancellors serve a unique purpose and require a specialized skill set and that it is unlikely that the level of expertise and experience is going to be generated by a search committee comprised from the general employee population.

Trustees expressed support for the concept, inquired why up to four additional members and not a set number like two, why the addition would apply only to the vice chancellor searches and not the president as well, and also noted that the decision would be left to the Chancellor.

Chancellor Clift Breland expressed his appreciation for the suggestion and discussion, noting that more knowledge is always best. He also made clear that the proposed additional search committee members would be non-voting members due to the creation of additional complexities otherwise the other membership would also need to be increased.

The revised Administrative Procedure is available on the District's website, where it is readily accessible by students, employees, and the general public.

**Item 6.d:** It was moved by Trustee Barbara Dunsheath and seconded by Trustee Ryan Bent to adopt Resolution No. 22/23-14, Trustee Absence verifying that Trustee Rodarte was absent on January 24, 2023 due to illness and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, and Rosales voting yes, and Trustee Rodarte abstaining.**

A signed affidavit from Trustee Rodarte verifying her absence due to illness will be on file in the Chancellor's Office.

**Item 6.e:** Board President Ed Lopez asked if there were any requests for potential future agenda items. Trustee Jacqueline Rodarte requested a Board study session on dual enrollment to outline where we are, what we've learned, and where the potential lies.

## **CHANCELLOR'S STAFF COMMENTS**

**Irma Ramos** reported that the District will host the Equal Employment Opportunity (EEO) Southern California Promising Practices Showcase on March 17 and encouraged all to register for the event that will include attendees from surrounding colleges.

**Valentina Purtell** provided an NOCE enrollment update noting that total registrations were up 11% when compared to the same time last year, along with a 7% headcount increase, and all programs showing growth albeit at various rates. She stated that the increases are not accidental, but rather the result of incredible efforts by the entire NOCE team. President Purtell reported on the successful NOCRC Partners' Breakfast which included 125 attendees from 75 different community agencies and rich conversation to discuss the adult education offerings in the region and to harness different ideas. NOCE continues to prepare for their accreditation visit which begins on March 13 with the first in-person, in-depth training on February 15 followed by a virtual training the following day.

**Cynthia Olivo** reported that Fullerton College Alumna **HyeJung Park** was one of four Pat Tillman Foundation Scholars selected to serve as an honorary coin toss captains at the opening of the Super Bowl. Her participation was featured in a story by NBC which included

an interview with faculty member **Jodi Balma**. She shared that Fullerton College was awarded a \$100,000 grant from the State Chancellor's Office to address student basic needs. President Olivo announced that Men's Basketball clinched the Orange Empire Conference championship and were playing at Riverside City College to determine if they were headed to the State championship.

**JoAnna Schilling** wished everyone a Happy Valentine's Day and shared that Black History Month is off to a great start with two events the previous week and a discussion with Los Angeles Times columnist **Erica Smith** on the Bruce's Beach reparations controversy on February 22. She reported that Cypress College will participate in a mentorship program with Disney and the Big Brothers and Sisters program where 15 Cypress College students will be paired with a Disney employee who will mentor them beginning this summer and through the next academic year, and that US Representative Michelle Steele will make her first visit to Cypress College on February 23.

### **RESOURCE TABLE PERSONNEL COMMENTS**

**Christie Diep** reported that she hoped to report on progress on the United Faculty proposed flexible scheduling MOU with the District, but continue to wait for the District to provide clarity, and noted that United Faculty is trying to avoid filing more grievances due to arbitrary decision-making. She also expressed concern regarding unreliable or nonexistent Wi-Fi and cell phone reception on the campuses.

**Pamela Spence** reported that the next CSEA meeting is scheduled for February 15 via Zoom, that CSEA is looking forward to negotiating the academic calendar with Human Resources this week, that CSEA continues to be interested in shared governance participation, and that the CSEA Emergency Fund benefits are available to assist classified members in emergencies.

**Seija Rohkea** acknowledged Black History Month which honors the contributions and resilience of Black Americans which includes the labor movement. She reported on a meeting with the California Federation of Teachers (CFT) to discuss the new healthcare funding law and the actual benefits cost data. She stated that the \$200 million in state funding is enough to cover the healthcare coverage costs so the District would be eligible to be reimbursed for costs of offering adjunct faculty the health care they deserve.

### **MEMBERS OF THE BOARD OF TRUSTEES COMMENTS**

**Student Trustee Kisha Mehta** reported that the Cypress College Inter Club Council hosted Club Rush that included almost 100% club participation and great student engagement. She announced that Associated Students submitted three resolutions to be voted on by student delegates in April and expressed that she was thrilled to see Cypress College Associated Students participating in advocacy at the highest level.

**Trustee Ryan Bent** noted that he was in attendance when the Fullerton College Men's Basketball Team won their last state championship and wished them the best.

**Trustee Evangelina Rosales** reported on her attendance at the Vision for Success workshop in Sacramento and at the NOCRC Partners Breakfast.

**Trustee Jeffrey P. Brown** praised Cypress College for expanding the mental health services being offered and expressed his gratitude to **President JoAnna Schilling** and all those involved with the Health Center.

## **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

**Chloe-Maddison Heroux**, Cypress College Student, addressed the Board to share that Cypress College Associated Students passed three resolutions in support of 1) removing restrictions regarding the purchase of student identification cards; 2) providing period hygiene products in all restrooms, and 3) changing the Cypress College student meal program to follow the Fullerton College program which allows for more flexibility and accommodates dietary restrictions.

**CLOSED SESSION:** At 7:44 p.m., Board President Ed Lopez adjourned the meeting to closed session per the following sections of the Government Code and stated there would be a readout:

**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: Cypress College President.**

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

**RECONVENE MEETING:** At 10:43 p.m., Board President Ed Lopez reconvened the meeting in open session and reported the following action taken in closed session:

It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jacqueline Rodarte that the Board take action to notify a probationary faculty employee (Banner ID @01925688) of their non-reemployment for the following academic year pursuant to Education Code Section 87608. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

**ADJOURNMENT:** At 10:43 p.m., it was moved by Trustee Ryan Bent and seconded by Trustee Jacqueline Rodarte to adjourn the meeting. **Motion carried with Trustees Bent, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**