



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

**MEETING:** Regular Meeting in April 2014

**DATE:** Tuesday, April 8, 2014, at 5:30 p.m.

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

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

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

**AGENDA:**

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [ ] in Sections 3 and 4**
- e. **Consider Personnel block-vote items indicated by [ ] in Section 5**  
Agenda items designated as block-vote items with [ ] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.

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

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

- f. **Reports:**

**Chancellor**

**\*Cypress College Career Technical Education (CTE):  
What, No Achievement Gap?**

**By: Santanu Bandyopadhyay, Executive Vice President  
Dave Wassenaar, Dean, Business & CIS  
Lisa Clark, HRC Department Coordinator**

**g. Comments:**

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

2. a. **Approval of Minutes of the Regular Meeting of March 25, 2014.**

b. **CLOSED SESSION: Per the following sections of the Government Code:**

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

**Per Section 55957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.**

**Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CHANCELLOR.**

**Per Section 54956.95 - LIABILITY CLAIMS**

**Claimant: Wendy Marcotte  
Agency Claimed Against: NOCCCD**

3. **PUBLIC HEARING:** Finding the Sale of District Property Exempt from the California Environmental Quality Act (CEQA).

a. It is recommended that after the public hearing, the Board adopt Resolution No. 13/14-18, Finding the Sale of District Property is Exempt from the California Environmental Quality Act, and Approving the Filing and Recordation of a Notice of Exemption.

4. **FINANCE AND FACILITIES**

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

[b] Authorization is requested for the 2013-2014 General Fund, Child Development Fund, and Capital Outlay Projects Fund budget transfers and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **(The Resolutions are available for review in the District' Business Office.)**

- [c] In compliance with the California Community College Chancellor's Office requirements, authorization is requested to enter into Phase Three of the agreement for the Capital Outlay Grant Financing Project to receive advanced funding for the twelve-month period beginning February 1, 2014, and to make adjustments to revenue and expenditure budgets.
- [d] It is recommended that the Board adopt a resolution establishing separate bank, saving, clearing, and revolving accounts pursuant to the California Community College Budget and Accounting Manual as authorized by §84030 of the Education Code, and in accordance with Education Code §58311 of Title 5 of the California Code of Regulations.
- [e] It is recommended that the Board of Trustees by unanimous vote declare the property on the attached list to be surplus and enter into an agreement with InterSchola and the Liquidation Company to conduct an auction for the sale of surplus and obsolete supplies and equipment.
- [f] It is recommended that the Board adopt Resolution No. 13/14-17 Declaring Surplus Property; Authorizing Offer of District Property for Sale to Public Entities; Authorizing Public Sale of Property at La Habra Site. (The Resolution is available for review in the District's Business Office.)
- [g] It is recommended that the Board of Trustees reject all bids for Bid #2014-02, Tech Ed II, Tech Ed III and Gym II HVAC Equipment Replacement at Cypress College and authorize staff to rebid the project at a later time.
- [h] Authorization is requested to enter into an agreement with ReGroup for an information and emergency communications subscription service for the North Orange County Community College District.
- [i] Authorization is requested to enter into a contract with CampusLogic, Inc. for the subscription service setup, integration, training and services to complete the implementation of the StudentVerification.com system at Fullerton College.
- [j] Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2015 Spring Study Abroad Program in Rome, Italy.

## 5. INSTRUCTIONAL RESOURCES

- [a] Authorization is requested for the Cypress College summary of curriculum deactivations, additions, and revisions, effective fall 2014.
- [b] Authorization is requested for the Fullerton College summary of curriculum changes, to be effective fall 2014.

## 6. HUMAN RESOURCES

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

Phase-in Retirement  
Resignations  
Change in Salary Classification  
Payment for Independent Learning Contracts  
Temporary Academic Hourly

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

Retirement  
Resignations  
New Personnel  
Promotion  
Voluntary Changes in Assignment  
Leave of Absence  
Suspensions Without Pay for Disciplinary Action

[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.

## 7. GENERAL

- a. It is recommended that the Board mark its ballot for the California Community College Trustees Board of Directors election at this time.
- b. It is recommended that the Board re-adopt Board Policy 2015, Student Members.
- c. It is recommended that the Board adopt Resolution No. 13/14-16, In Support of Assembly Bill 2558, Community College Professional Development Program.

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** April 8, 2014

**SUBJECT:** Resolution Finding the Sale of District Property Exempt from the California Environmental Quality Act and Approving the Filing and Recordation of a Notice of Exemption

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

**BACKGROUND:** As part of the disposition of District property located at 1000 Leslie Street, La Habra, California 90631, known generally as the La Habra site. The District must comply with the California Environmental Quality Act (“CEQA”). The Project qualifies for a categorical exemption under CEQA Guidelines section 15312 – Surplus Government Property Sales. Adoption of the Resolution by the Board will result in the filing of a Notice of Exemption from the CEQA. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 6500, Property Management, and Board Policy 6550, Disposal of District Property.

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

**RECOMMENDATION:** It is recommended that after the public hearing, the Board adopt Resolution No. 13/14-18 Finding the Sale of District Property Is Exempt From the California Environmental Quality Act and Approving the Filing and Recordation of A Notice Of Exemption. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to file and record the Notice of Exemption.

Fred Williams  

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Recommended by

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Approved for Submittal

3.a  

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Item No.

## RESOLUTION NO. 13/14-18

### RESOLUTION OF THE BOARD OF TRUSTEES OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT FINDING THE SALE OF DISTRICT PROPERTY IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND APPROVING THE FILING AND RECORDATION OF A NOTICE OF EXEMPTION

**WHEREAS**, the North Orange County Community College District (“District”) owns property located at 1000 Leslie St., La Habra, California 90631, a depiction of which is attached hereto as Exhibit “A” (“Property”); and

**WHEREAS**, on April 8, 2014, the District adopted and approved a resolution declaring the Property surplus and authorizing the offer of the Property for sale to public entities and for sale pursuant to the surplus property provisions set forth in Education Code section 81360 *et seq.*, and, after complying with all necessary requirements, desires to sell the District Property (“Project”); and

**WHEREAS**, prior to commencement of the Project, the District must comply with the California Environmental Quality Act (“CEQA”); and

**WHEREAS**, categorical exemptions to CEQA are set forth in Article 19 of Title 14 of the California Code of Regulations (“CEQA Guidelines”); and

**WHEREAS**, CEQA Guidelines Section 15312 sets forth an exemption from CEQA for sales of surplus government property; and

**WHEREAS**, the Project consists of the sale of the Property by the District pursuant to CEQA Guidelines Section 15312; and

**WHEREAS**, the Property is not located in an area of statewide, regional, or areawide concerns as identified in CEQA Guidelines Section 15206(b)(4); and

**WHEREAS**, the District has considered whether the Project may have significant impacts on the environment; and

**WHEREAS**, the District held a public hearing on April 8, 2014, regarding the Project; and

**WHEREAS**, the District has concluded, through its own independent review and analysis of the Project, that the Project will not have a significant impact on the environment.

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

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

**Section 2.** That the District has considered whether the Project may have significant impacts on the environment.

**Section 3.** That the District has concluded, after reviewing the Project through its own independent review and analysis, that the Project will not have a significant impact on the environment.

**Section 4.** That the Project will not result in damage to scenic resources pursuant to Public Resources Code Section 21084.

**Section 5.** That the Property is not located in an area of statewide, regional, or areawide concerns as identified in CEQA Guidelines Section 15206(b)(4).

**Section 6.** That the Project is subject to CEQA Guidelines Section 15312, and is therefore exempt from CEQA.

**Section 7.** That the Chancellor of the District, or the Chancellor's designee, is instructed to file and/or record a Notice of Exemption from the California Environmental Quality Act, consistent with this Resolution, attached hereto as Exhibit "B," with any and all appropriate public agencies or entities, subject only to minor, non-substantive revisions, if necessary.

**Section 8.** This Resolution shall take effect immediately upon adoption.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the North Orange County Community College District on the 8th day of April, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

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

Attested to:

\_\_\_\_\_  
Clerk of the Board of Trustees of the  
North Orange County Community College District

## EXHIBIT "A"

### DESCRIPTION OF PROPERTY

#### Property Features:

Address: 1000 Leslie Street, La Habra, CA 90631

Assessor's Parcel Number: 019-111-67

Zoning: M1 Light Industrial

Total Land Sq Ft: 222,156 sq ft

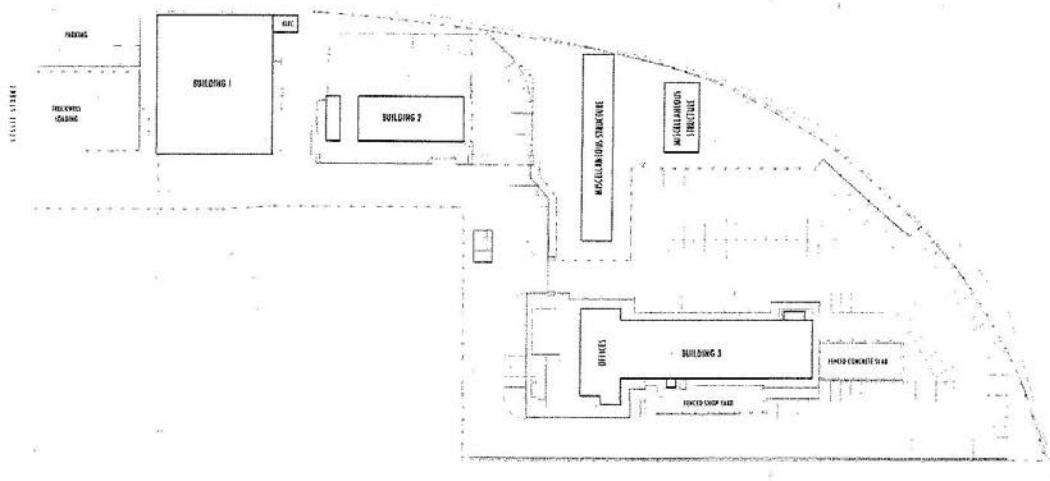
Building SF: 26,996 sq ft, 3 usable industrial buildings and 2 additional structures

Clearance 12" -16"

Power: 2,000 amps

Fire Sprinkler: Partial

Yard: Fenced, irregular "flag" land site





**EXHIBIT "B"**

**NOTICE OF EXEMPTION**

**NOTICE OF EXEMPTION**

TO:	<input checked="" type="checkbox"/> Office of Planning and Research 1400 Tenth Street, Room 121 Sacramento, CA 95814  <input checked="" type="checkbox"/> Orange County Clerk-Recorder 12 Civic Center Plaza, Rooms 101 and 106 Santa Ana, CA 92701	FROM:	NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT 1830 W Romneya Dr. Anaheim, CA 92801
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**Project Title:** SALE OF NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT'S LA HABRA SITE

**Project Location - Specific:** 1000 S Leslie St., La Habra, CA 90631

**Project Location - City:** La Habra      **Project Location - County:** Orange County

**Description of Project:**

North Orange County Community College District proposes to sell its La Habra Site, located at 1000 S Leslie St., La Habra, CA 90631 ("District Property").

**Name of Public Agency Approving Project:** NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**Name of Person or Agency Carrying Out Project:** NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**Exempt Status:** (check one)

- Ministerial (Sec. 21080(a)(1); 15268(b));
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State Type and section number:  
       Surplus Government Property Sales [15312]
- Statutory Exemptions. State Code number:

**Reasons why project is exempt:**

The Project involves the sale of the District Property which is owned by a government agency (the District) and declared by the District to be surplus property. The Project will not cause a substantial adverse change in the significance of a historical resource. The Project will not involve the use of significant amounts of hazardous substances. The District Property is not located in an area of statewide, regional, or area-wide concern identified in CEQA Guidelines Section 15206(b)(4). The Project is not subject to any of the exceptions to exemption set forth in CEQA Guidelines section 15300.2.

**Lead Agency Contact Person:** Fred Williams, Vice Chancellor, Finance & Facilities

**Area Code/Telephone/Ext.:** (714) 808-4746

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  Yes  No

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Title:** Vice Chancellor, Finance & Facilities

- Signed by Lead Agency       Signed by Applicant
- Date received for filing at OPR:

## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
		Resolution	<u>                    </u>
<b>DATE:</b>	April 8, 2014	Information	<u>                    </u>
		Enclosure(s)	<u>    X    </u>
<b>SUBJECT:</b>	Ratification of Purchase Orders and Checks		

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

The purchase order numbers P0093133-P0094134, check numbers C0040188-C0040297; F0174849-F0177353; Q0003451-Q0003468; 88425077-88426116; V0031209-V0031220; 70061478-70062201; disbursements E8527800-E8538003; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are SCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Higher One disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

**RECOMMENDATION:** It is recommended that the Board ratify purchase order numbers P0093133-P0094134 through March 12, 2014, totaling \$936,929.11, and check numbers C0040188-C0040297, totaling \$117,514.45; check numbers F0174849-F0177353, totaling \$726,112.61; check numbers Q0003451-Q0003468, totaling \$6,801.30; check numbers 88425077-88426116, totaling \$3,622,528.60; check numbers V0031209-V0031220, totaling \$18,880.03; check numbers 70061478-70062201, totaling \$47,057.75; and disbursements E8527800-E8538003, totaling \$10,630,730.15 , through March 31, 2014.

Fred Williams		4.a
Recommended by	Approved for Submittal	Item No.

**BOARD RECAP  
FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014  
BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093133	Knorr Systems Inc	\$61,980.13	Capital Outlay	CC	Swimming Pool Heating System for CC
P0093485	Classic Party Rentals	\$1,000.00		FC	Blanket Order for Party Rentals
P0093622	Amazon.com	\$889.97		SCE	Instructional Supplies
P0093649	Bioexpress Corp	\$7,148.63		FC	Science Equipment and Supplies
P0093710	HMC Group	\$6,100.00	Capital Outlay	AC	2014 Master Plan Drawing Update for FC
P0093740	Amazon.com	\$183.62		FC	Instructional Media
P0093743	Digital Networks Group Inc	\$1,085.00		AC	Boardroom Media Repairs
P0093744	Amazon.com	\$70.58		CC	Office Supplies
P0093745	Vicenti Lloyd & Stutzman	\$6,500.00		AC	Indirect Cost Rate Services
P0093746	The Hotel Fullerton	\$500.00		FC	Banquet Deposit
P0093747	Cameron Welding Supply	\$496.53		CC	Science Lab Supplies
P0093768	VR Mason	\$2,030.30		AC	Plumbing Repairs
P0093769	Interior Office Solutions	\$540.00	Capital Outlay	AC	Delivery Service
P0093770	Phone Supplements Inc	\$1,149.12		CC	Headsets
P0093771	Office Depot	\$2,065.80		CC	Office Supplies
P0093773	Graybar Electric Co Inc	\$14,382.97	Capital Outlay	CC	Security Camera Equipment
P0093774	Flewelling & Moody	\$10,497.00		CC	Architectural Services for Gym I & Gym II Floors
P0093777	Ellis, Pilar	\$732.20		FC	Reimbursement for Field Trip SD Zoo Tickets
P0093778	Toshiba America Information Systems Inc	\$488.16		SCE	Printer Scanner for Toshiba Copier
P0093779	Colors Enterprises, Inc	\$300.00		CC	Fax Board for Copier
P0093780	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0093781	General Air Compressors Inc	\$500.00		CC	Blanket Order for Compressor Repairs
P0093782	Office Depot	\$1,500.00		FC	Blanket Order for Office Supplies
P0093783	Fuller Truck Accessories	\$207.94		CC	Truck Accessories
P0093784	Ixplorer Universities LLC	\$4,995.00		FC	Digital Brochure Package
P0093785	ServiceFirst	\$4,572.75		CC	Freezer Repairs
P0093786	CN School and Office Solutions Inc	\$2,978.96		FC	Office Furniture
P0093788	One Call Now	\$4,896.00		AC	Emergency Notification Message Delivery Services
P0093789	Western Graphics Plus	\$4,942.80		CC	Promotional Items
P0093790	Alexander, John	\$336.84		CC	Reimbursement for Auto Technology Classroom Materials
P0093791	Vision Below	\$13,000.00		CC	Gym II 2nd Floor Refurbished

**BOARD RECAP  
FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014  
BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093792	Computerland of Silicon Valley	\$221.41		CC	Software
P0093793	Dell Marketing LP	\$464.01		CC	Computer Monitors
P0093794	B & H Photo Video Inc	\$2,100.30		CC	Photographic Equipment
P0093795	Amazon.com	\$1,158.81		CC	Office Supplies
P0093796	Lincoln Equipment Inc	\$419.35		FC	Swimming Pool Supplies
P0093797	Day Construction Inspection	\$37,410.00	Capital Outlay	AC	FC Exterior Stair Bldg 2000 Replacement Daily Inspection Services; B/A 6/25/13
P0093798	Schindler Elevator Corporation	\$598.01		FC	Elevator Repairs
P0093799	Cerritos Community College District	\$18,500.00		SCE	Job Development Incentive Fund Grant
P0093800	Sodexo Inc and Affiliates	\$1,890.00		FC	Catering
P0093801	CDW Government Inc	\$1,232.72		FC	Computer
P0093802	Sodexo Inc and Affiliates	\$259.20		FC	Catering
P0093803	Tennant Sales and Service Co	\$52,233.80		CC	Commercial Sweeper
P0093804	Wards Natural Science Est LLC	\$244.87		CC	Science Lab Supplies
P0093805	Sampson, Kevin	\$494.88		FC	Reimbursement for Reference Books
P0093806	Bourret's Glass & Screen Co	\$1,405.40		FC	Window Repairs
P0093808	951 Designs	\$907.74		FC	Screen Printing
P0093809	Stem Fuse	\$3,997.00		FC	Online Web Subscription
P0093811	The Lew Edwards Group	\$6,428.57		AC	Strategic Bond Planning
P0093812	Sodexo Inc and Affiliates	\$496.80		AC	Catering
P0093813	GST	\$3,100.69		CC	Printers
P0093814	Sodexo Inc and Affiliates	\$2,044.45		FC	Catering
P0093815	The Research & Planning Group for CCC	\$1,447.70		FC	Spring Convocation Guest Speaker
P0093816	VWR Funding Inc	\$1,762.90		FC	Science Lab Supplies
P0093817	Waxie Sanitary Supply Inc	\$110.47		CC	Custodial Supplies
P0093818	Snap-on Business Solutions	\$5,000.00		CC	Blanket Order for Automotive Supplies
P0093819	Matco Tools	\$5,000.00		CC	Blanket Order for Automotive Supplies
P0093820	CCP Industries Inc	\$3,900.00		CC	Blanket Order for Automotive Supplies
P0093821	Power Toyota Buena Park	\$1,000.00		CC	Blanket Order for Automotive Supplies
P0093822	Office Depot	\$500.00		CC	Blanket Order for Office Supplies
P0093823	Office Depot	\$1,500.00		CC	Blanket Order for Office Supplies

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014**  
**BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093824	Office Depot	\$400.00		CC	Blanket Order for Office Supplies
P0093825	Pharmedix	\$5,000.00		FC	Blanket Order for Health Services Supplies
P0093826	A-S Medication Solutions LLC	\$5,000.00		FC	Blanket Order for Health Services Supplies
P0093827	McKesson General Medical	\$5,000.00		FC	Blanket Order for Health Services Supplies
P0093828	SimplexGrinnell	\$1,033.81		CC	Fire Alarm Repairs
P0093829	McDonald, Robert	\$453.00		FC	Equipment Repairs
P0093840	Orange County Register	\$942.00	Capital Outlay	AC	Legal Ad TE II TE III & Gym II HVAC Replacement Bid
P0093841	Museum of Tolerance	\$525.00		FC	Museum Tickets
P0093842	Division of the State Architect	\$1,371.60		CC	DSA Fees CC M&O Fuel Station
P0093843	Sodexo Inc and Affiliates	\$486.00		FC	Catering - STEM
P0093844	Robotis Inc	\$21,893.11		FC	Robotic Equipment
P0093845	Boundless Network	\$3,902.06		FC	Promotional Items
P0093846	Diversified Business Services	\$1,807.40		FC	Promotional Items
P0093848	Mitchell 1	\$416.33		CC	Software & License
P0093849	CDW Government Inc	\$1,092.64		FC	Computer Equipment
P0093850	Wu, Jo Wen	\$448.56		FC	Reimbursement for Books
P0093851	Computerland of Silicon Valley	\$162.00		CC	Software
P0093853	Kater-Crafts Bookbinders	\$150.00		FC	Blanket Order for Binding Services
P0093854	S & R Sport	\$522.36		FC	Swimming Supplies
P0093855	A Alvarado Painting	\$12,000.00		FC	Blanket Order for Painting Services
P0093856	SJM Industrial Radio	\$179.16		AC	Radio Batteries
P0093857	CDW Government Inc	\$130.22		FC	Computer Supplies
P0093858	U C Regents	\$50.00		SCE	Field Trip
P0093859	Bourret's Glass & Screen Co	\$1,629.19		CC	Glass Repairs
P0093860	Best Buy Gov, LLC	\$520.43		FC	Theater Supplies
P0093861	Southern California Council on Black American Affairs	\$500.00		AC	Donation
P0093862	National Center for Marine Algae & Microbiota	\$256.02		FC	Science Lab Supplies
P0093863	Branders.com Inc	\$2,925.33		FC	Promotional Supplies
P0093865	Bio Rad Laboratories	\$31,299.51		FC	Protein Purification Lab Equipment
P0093866	Sodexo Inc and Affiliates	\$113.40		FC	Catering - STEM Pump Meeting

**BOARD RECAP  
FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014  
BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093868	Apple Computer Inc	\$2,811.84		SCE	Computers
P0093869	Computerland of Silicon Valley	\$499.52		FC	Computer Software & License
P0093870	WMFY We Mail For You	\$682.00		AC	Printing and Production Services
P0093871	Kelly Paper Co	\$1,092.35		AC	Mailing Services
P0093872	Scantron Corporation	\$216.51		FC	Classroom Materials
P0093873	International Graphics Solutions Inc	\$340.00		AC	Production Equipment Repair
P0093874	Trend Offset Printing Services Inc	\$4,327.57		AC	Printing Services
P0093875	Burman Industries	\$1,050.00		CC	Blanket Order for Theater Instructional Supplies
P0093876	Kelly Paper Co	\$5,000.00		AC	Blanket Order for Paper Products
P0093877	Townsend Public Affairs Inc	\$30,000.00		AC	Consulting Services - State & Federal Gov Advocacy; B/A 12/10/13
P0093878	CDW Government Inc	\$3,000.01		FC	Computers
P0093879	Jeffers Handbell Supply Inc	\$404.19		SCE	Instructional Supplies
P0093880	The ELS Group, LLC	\$6,000.00		AC	Travel Expenses for Recruitment Services for the VC HR & Educational Position
P0093881	Sodexo Inc and Affiliates	\$1,125.31		FC	Catering
P0093882	Richard the Thread	\$514.32		FC	Classroom Supplies
P0093883	Computerland of Silicon Valley	\$399.00		FC	Software Upgrade
P0093884	Case & Sons Construction Inc	\$1,485.00		AC	Curb Painting
P0093887	Tapley, George	\$400.00		FC	Guest Speaker
P0093894	PCMG Inc	\$1,781.73		FC	Computer Supplies
P0093895	Key Code Media Inc	\$7,880.00		FC	Instructional Software
P0093896	Morrow Meadows Corp	\$6,475.00		FC	Cabling Installation
P0093897	Time Clock Sales & Service	\$191.80		FC	Office Supply Repair
P0093898	WB Construction	\$2,095.00		CC	Painting Services
P0093899	Ewing Irrigation Products Inc	\$528.35		FC	Irrigation Supplies
P0093900	Embalmers Supply Company	\$327.98		CC	Shipping Fees
P0093902	WMFY We Mail For You	\$250.00		AC	Outside Mailer Services
P0093903	World Wide Technology Inc	\$12,718.00		FC	Wireless Services
P0093904	Office Depot	\$2,011.22		CC	Office Supplies
P0093905	Sodexo Inc and Affiliates	\$86.51		FC	Catering
P0093906	B & H Photo Video Inc	\$1,382.62		FC	Classroom Supplies

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014**  
**BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093907	Moduline	\$3,988.52		CC	Work Station
P0093908	CDW Government Inc	\$5,308.10		FC	Computers
P0093909	Sodexo Inc and Affiliates	\$362.13		FC	Catering - STEM Spring Orientation Meeting
P0093910	Moduline	\$10,933.23		CC	Work Station
P0093911	Quark Enterprises Inc	\$259.20		CC	Chemistry Lab Supplies
P0093912	Carolina Biological Supply Co	\$544.17		CC	Biology Lab Supplies
P0093913	YBH Restaurants	\$642.61		CC	Catering
P0093914	Office Depot	\$5,000.00		FC	Blanket Order for Office Supplies
P0093915	Sigma-Aldrich Inc	\$1,000.00		CC	Blanket Order for Chemical Supplies
P0093916	Cameron Welding Supply	\$600.00		CC	Blanket Order for Classroom Supplies
P0093917	Stater Bros, Markets - A California Corporation	\$300.00		CC	Blanket Order for Classroom Supplies
P0093918	Jimni System Inc	\$6,104.37	Capital Outlay	AC	Wafer Check Valve Equipment
P0093919	Flinn Scientific Inc	\$37.26		CC	Science Lab Supplies
P0093920	Sigma-Aldrich Inc	\$46.77		CC	Biology Lab Supplies
P0093939	Sodexo Inc and Affiliates	\$127.98		FC	Catering
P0093940	CPP Inc	\$15,000.00		FC	Software
P0093941	CDW Government Inc	\$350.14		FC	Computer Supplies
P0093942	Office Depot	\$2,000.00		CC	Blanket Order for Office Supplies
P0093943	Metal Depot Inc	\$1,000.00		CC	Blanket Order for Sheet Metal Supplies
P0093944	Sherwin-Williams Co	\$1,000.00		CC	Blanket Order for Instructional Supplies
P0093945	New Pig Corporation	\$700.00		CC	Blanket Order for Instructional Supplies
P0093946	DJ Orthopedics LLC	\$5,162.00		FC	Athletic Supplies
P0093947	Stanley Pest Control	\$350.00		AC	Pest Control
P0093948	CAF Tech Inc	\$1,420.52		FC	Library Learning Supplies
P0093949	New Pig Corporation	\$3,000.00		CC	Blanket Order for Instructional Supplies
P0093950	African American Male Education Network and Development	\$250.00		SCE	Conference Fee
P0093951	CN School and Office Solutions Inc	\$293.13		AC	Keyboard & Installation
P0093952	Case & Sons Construction Inc	\$19,700.00		AC	Water Boiler Repairs
P0093953	SolarWinds Inc	\$129.00		AC	Software Support
P0093954	Sodexo Inc and Affiliates	\$75.55		FC	Catering - Math Colloquium #1

**BOARD RECAP  
FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014  
BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093955	Protech Projection Systems Inc	\$2,320.93		CC	Document Camera
P0093959	Anderson, Rodney	\$500.00		CC	Guest Speaker
P0093961	Surveymonkey.com LLC	\$199.00		AC	Annual Subscription
P0093963	Petersen, John	\$1,200.00		FC	Equipment Repairs
P0093964	Orange County Register	\$654.00	Capital Outlay	AC	Legal Advertisement for Lighting Retrofit Kits Bid
P0093966	Geotechnical Solutions Inc	\$5,000.00	Capital Outlay	AC	Geotechnical Engineering Services for FC Bldg 2000 Stair Project
P0093967	Dell Marketing LP	\$1,392.04		CC	Computer
P0093968	B & H Photo Video Inc	\$344.53		CC	Computer Supplies
P0093969	Flewelling & Moody	\$9,000.00		CC	Architectural Services for CC Lake Bridge Study
P0093970	Wolters Kluwer Law & Business	\$338.12		FC	Subscription
P0093971	United Volleyball Supply LLC	\$123.87		FC	Athletic Supplies
P0093973	Amazon.com	\$285.85		FC	CRTV Supplies
P0093974	Office Depot	\$151.19		FC	Office Supplies
P0093975	Sodexo Inc and Affiliates	\$50.62		FC	Catering
P0093976	JE Halliday Sales Inc	\$1,181.18		FC	Instructional Software
P0093977	YBH Restaurants	\$2,500.00		CC	CARE Meal Vouchers
P0093978	Pearson	\$468.55		SCE	Instructional Forms
P0093979	Socal Vacuum & Janitorial	\$226.70		CC	Instructional Equipment
P0093980	Waxie Sanitary Supply Inc	\$5,000.00		FC	Blanket Order for Supplies
P0093981	Maintex Inc	\$1,000.00		FC	Blanket Order for Supplies
P0093982	Office Depot	\$500.00		CC	Blanket Order for Office Supplies
P0093983	American Chemical & Sanitary Supply	\$1,000.00		FC	Blanket Order for Supplies
P0093984	Baker & Taylor Inc	\$3,000.00		FC	Blanket Order for Library Books
P0093985	Dermal Products Inc	\$1,000.00		FC	Blanket Order for Cosmetology Supplies
P0093986	Mix a Bartending Experience	\$2,500.00		SCE	Blanket Order for Bartending Kit Supplies
P0093987	World Wide Technology Inc	\$2,950.00		FC	Software Licenses
P0093988	Cynmar Corporation	\$685.26		CC	Chemistry Lab Supplies
P0093989	Wood, Stephen	\$200.00		FC	Honorarium
P0093990	Apple Computer Inc	\$2,590.46		FC	Computer
P0093991	Grad Awards	\$9,480.02		SCE	Diploma Covers



**BOARD RECAP  
FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014  
BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0093992	SJM ETRONICS	\$500.00		FC	Part Repair
P0093993	Chromix Inc	\$878.00		FC	Software
P0093994	Bell Pipe & Supply Co	\$1,227.66		FC	Plumbing Supplies
P0093995	Office Depot	\$6,803.36		FC	Office Supplies
P0093996	National Council for Marketing and Public Relations	\$150.00		FC	Webinar
P0093997	Cynmar Corporation	\$41.62		CC	Physics Lab Supply
P0094002	Cookes Crating Inc	\$350.00		FC	Blanket Order for Transport Charges of Art Work
P0094003	Sodexo Inc and Affiliates	\$103.68		FC	Catering
P0094004	Office Depot	\$800.00		CC	Blanket Order for Instructional Supplies
P0094005	California Tool & Welding Supply	\$5,000.00		FC	Blanket Order for Instructional Supplies
P0094006	Waxie Sanitary Supply Inc	\$1,000.00		CC	Blanket Order for Custodial Supplies
P0094007	Office Depot	\$500.00		CC	Blanket Order for Office Supplies
P0094008	American Bar Association	\$1,250.00		FC	Membership
P0094010	3 Day Blinds Corporation	\$293.62		FC	Window Blind Installation
P0094011	Steve Spangler Science	\$174.52		CC	Science Lab Supplies
P0094012	Waxie Sanitary Supply Inc	\$132.30		CC	Custodial Supplies
P0094013	School Datebooks Inc	\$1,560.52		FC	School Date Books
P0094014	Sky & Telescope Media LLC	\$76.72		CC	Science Lab Supplies
P0094015	GST	\$3,218.60		CC	Office Equipment
P0094017	SmartSign	\$753.30		CC	Parking Lot Signs
P0094019	TechExcel	\$5,000.00		FC	Software Maintenance
P0094020	Callahan Automotive Information Systems	\$416.88		CC	Reference Manuals
P0094021	Home Depot	\$42.93		CC	Hardware Supplies
P0094022	Russell, Paul	\$3,200.00		AC	Real Property Appraisal - La Habra Campus
P0094024	Howard Industries	\$1,081.63		FC	Hardware Supplies
P0094026	Vurdien, Ramalingum	\$1,011.05		FC	Reimbursement for Books Purchase
P0094027	Restaurant Depot	\$8,450.00		CC	Blanket Order for Culinary Supplies
P0094028	Gorm Inc	\$600.00		FC	Blanket Order for Custodial Supplies
P0094029	2XL Corporation	\$187.27		FC	Gym Supplies
P0094030	Leon Picture Frames	\$475.19		FC	Picture Frames

**BOARD RECAP  
FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014  
BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0094031	Eric Armin Inc	\$122.20		FC	Graph Paper Roll
P0094032	Datamax O'Neil Printer Supplies	\$527.21		SCE	Paper Rolls
P0094033	Hall & Foreman Inc	\$8,900.00	Capital Outlay	AC	Master Hydrology Study at Anaheim Campus
P0094034	Lifesigns Inc	\$10,000.00		CC	Blanket Order for Interpreting Services
P0094035	Soft Expressions	\$823.44		FC	Instructional Supplies
P0094036	Johnson, Kiel	\$400.00		FC	Guest Speaker
P0094037	All American CNC Sales Inc	\$299.09		FC	Machine Repair
P0094038	Office Depot	\$1,500.00		FC	Blanket Order for Office Supplies
P0094039	CA Botana International Inc	\$500.00		FC	Blanket Order for Cosmetology Supplies
P0094040	Southern California Fitness Service	\$1,000.00		CC	Blanket Order for Fitness Lab Equipment Repairs
P0094041	Aguilar, Carlos	\$200.00		FC	Guest Speaker
P0094042	GST	\$336.37		FC	Office Supplies
P0094043	B & H Photo Video Inc	\$87.02		FC	Instructional Supplies
P0094044	B & H Photo Video Inc	\$1,547.65		FC	Instructional Equipment
P0094045	Scott Machinery	\$7,698.97		FC	Machine Tools
P0094046	Anaheim Union High School District	\$390.60		FC	Transportation for College Prep Event
P0094047	Scantron Corporation	\$89.83		FC	Classroom Materials
P0094048	Barcodes Inc	\$2,916.26		FC	Bar Code Scanner
P0094049	Zoro Tools Inc	\$362.86		CC	Science Lab Supplies
P0094050	VWR Funding Inc	\$290.04		CC	Physics Lab Supplies
P0094052	Gibson, Raymond	\$372.91		CC	Reimbursement for Supplies Purchase
P0094053	Adorama	\$10,523.91		FC	Photographic Equipment
P0094054	Ollivier Corporation	\$63,028.20		FC	Security System Equipment Upgrade
P0094055	Office Depot	\$1,311.98		FC	Office Supplies
P0094056	Surveymonkey.com LLC	\$299.00		FC	Subscription Renewal
P0094057	ACCO Engineered Systems	\$7,201.00		CC	Air Handler Unit Repair
P0094058	Fullerton College	\$2,615.50		SCE	Registration Fees
P0094059	Fullerton College	\$2,941.04		SCE	Student Books
P0094060	Fullerton College	\$398.52		SCE	Students Books
P0094061	Fullerton College	\$1,162.00		SCE	Registration Fees

**BOARD RECAP**  
**FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014**  
**BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0094062	Allsteel Inc	\$2,565.87		CC	Office Furniture
P0094063	Enforcement Trainers Inc	\$460.00		SCE	Pepper Spray Training
P0094064	Samy's Camera Inc	\$4,274.11		CC	Photography Equipment
P0094065	IC Compound Co Inc	\$740.72		FC	Instructional Supplies
P0094066	California Steeplejack & Painting Company	\$789.90		SCE	Flagpole Repairs
P0094067	Montgomery Hardware	\$1,464.39		FC	Hardware Supplies
P0094068	Matco Tools	\$4,734.13		CC	Instructional Supplies
P0094069	Office Depot	\$266.08		FC	Office Supplies
P0094070	Office Depot	\$165.80		CC	Office Supplies
P0094071	Rollings Automotive	\$2,000.00		AC	Blanket Order for Vehicle Repairs
P0094072	Office Depot	\$2,500.00		FC	Blanket Order for Office Supplies
P0094073	Office Depot	\$5,000.00		CC	Blanket Order for Office Supplies
P0094074	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0094075	Office Depot	\$1,000.00		CC	Blanket Order for Office Supplies
P0094076	Tom Black Service Center	\$2,124.00		FC	Blanket Order for Equipment Repairs
P0094077	VWR Funding Inc	\$400.00		CC	Blanket Order for Chemistry Supplies
P0094078	Quest Diagnostics Inc	\$5,000.00		FC	Blanket Order for Laboratory Services
P0094079	Stater Bros, Markets - A California Corporation	\$368.00		FC	Blanket Order for Nutrition Dept. Supplies
P0094080	Refrigeration Supplies Distributor	\$2,499.76		FC	Pump and Motor Assembly
P0094086	Ellis, Pilar	\$336.89		FC	Reimbursement for Teaching Supplies
P0094087	Case & Sons Construction Inc	\$6,230.00		AC	Rain Gutter Repairs
P0094090	GST	\$1,109.10		FC	Computer Equipment
P0094091	Quark Enterprises Inc	\$538.60		CC	Chemistry Lab Supplies
P0094092	Trend Offset Printing Services Inc	\$3,271.33		AC	Printing
P0094093	Transportation Charter Services Inc	\$772.00		FC	Transportation Services
P0094095	Office Depot	\$572.18		CC	Office Supplies
P0094096	Sodexo Inc and Affiliates	\$24.30		FC	Catering - Math Colloquium #2
P0094097	VWR Funding Inc	\$643.05		CC	Chemistry Lab Supplies
P0094098	Cynmar Corporation	\$1,477.59		CC	Chemistry Lab Supplies
P0094099	Bio Rad Laboratories	\$28,651.00		FC	Biotech Program Equipment

**BOARD RECAP  
FOR THE PERIOD JANUARY 20, 2014, THROUGH MARCH 12, 2014  
BOARD MEETING 4/8/2014**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0094100	Graham, Davien	\$225.00		FC	Guest Speaker
P0094101	LS & S LLC	\$211.53		CC	Office Supplies
P0094102	Matco Tools	\$6,804.43		CC	Instructional Materials
P0094103	Kuder Inc	\$2,625.00		FC	License Renewal
P0094104	Allsteel Inc	\$596.13		CC	Office Furniture
P0094105	Case & Sons Construction Inc	\$3,283.25		AC	Handrail Repairs
P0094106	Allsteel Inc	\$6,352.61		CC	Office Furniture
P0094107	Amazon.com	\$237.47		FC	Art Supplies
P0094116	Amazon.com	\$133.07		FC	Instructional Art Media Supplies
P0094121	Sodexo Inc and Affiliates	\$187.38		FC	Catering
P0094122	Belle, Randolph	\$135.00		AC	Print Design
P0094124	Amazon.com	\$116.57		CC	Books
P0094125	Amazon.com	\$32.79		CC	Book
P0094128	Office Depot	\$375.00		FC	Blanket Order for Office Supplies
P0094129	Stater Bros, Markets - A California Corporation	\$2,000.00		FC	Blanket Order for Groceries
P0094130	Baker & Taylor Inc	\$5,000.00		FC	Blanket Order for Instructional Supplies
P0094132	Marx Bros Fire Extinguisher Co Inc	\$400.00		CC	Fire Extinguisher Services
P0094134	Parkhouse Tire Inc	\$4,399.29		CC	Tires for Cypress College Fleet Vehicles
		<u>\$ 936,929.11</u>			

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	X
<b>DATE:</b>	April 8, 2014	Information	
		Enclosure(s)	X
<b>SUBJECT:</b>	2013-2014 Budget Transfers: General Fund, Child Development Fund, and Capital Outlay Projects Fund		

**BACKGROUND:** While all areas attempt to project their expenditures accurately, situations occur which require transfers to be made. Many times an amount is budgeted for a project but the specific areas of expenditures are not determined until a later date. In this case, the funds are then transferred to the specific accounts.

The attached transfers have been requested and only represent those that affect a contingency account, exceed \$10,000, and/or establish new revenue and expense budgets. In each case, a brief explanation is stated. Additional information will be provided upon request. Pursuant to the California Code of Regulations Title 5, §58307, transfers of funds may be made from reserve for contingencies to any expenditure classification or between expenditure classifications at any time by written resolution of the Board of Trustees. In addition, a resolution providing for the transfer from reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the Board of Trustees. This agenda item was submitted by Rodrigo Garcia, District Director, Fiscal Affairs.

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

**How does this relate to Board Policy:** This agenda item is submitted in accordance with Board Policy 6250, Budget Management.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Budget transfers will be made to the various funds and accounts, as listed.

**RECOMMENDATION:** Authorization is requested for the 2013-2014 General Fund, Child Development Fund, and Capital Outlay Projects Fund budget transfers netting to the amount of \$663,539 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams  
Recommended by

Approved for Submittal

4.b.1  
Item No.

Budget Transfers  
04-08-14

1.	From:	18235-5230-50000-6190	FC	FC CTE Community Collaborative Grant – Other Operating Expenses	22,891
	To:	18235-5230-641xx-6190	FC	FC CTE Community Collaborative Grant – Equipment	22,891
		Transfer to cover the purchase of robotics equipment to support student engagement, integrated curriculum, and special training opportunities at Fullerton College.			
2.	From:	18235-5230-40000-6190	FC	FC CTE Community Collaborative Grant – Supplies and Materials	4,323
		18235-5230-5xxxx-6190	FC	FC CTE Community Collaborative Grant – Other Operating Expenses	16,225
	To:	18235-5230-643xx-6190	FC	FC CTE Community Collaborative Grant – Computer Equipment	20,548
		Transfer to cover the purchase of iPads and locking cart. The iPads will be used for various educational and training workshops in the STEM/CTE Center at Fullerton College.			
3.	From:	17614-3220-12510-6420	CC	CC DSPS – Academic Administrators Salaries	60,000
	To:	17614-3220-40000-6420	CC	CC DSPS – Supplies and Materials	50,000
		17614-3220-50000-6420	CC	CC DSPS – Other Operating Expenses	10,000
		Transfer to provide one-time funding for special projects for the current fiscal year.			
4.	From:	15414-5765-40000-0600	FC	VTEA – Supplies and Materials	20,000
	To:	15414-5765-60000-0600	FC	VTEA – Equipment	20,000
		Transfer to cover the purchase of media equipment for the Journalism Program at Fullerton College.			
5.	From:	15414-24xx-23000-6010	CC	VTEA – Noninstructional Salaries	7,475
		15414-2430-30000-6010	CC	VTEA – H&W Benefits	136
		15414-24xx-64000-6010	CC	VTEA – Equipment	25,155
	To:	15414-3205-14200-6310	CC	VTEA – Noninstructional Hourly Counselor Salaries	6,000
		15414-2xxx-40000-xxxx	CC	VTEA – Supplies and Materials	17,258
		15414-xxxx-5xxxx-xxxx	CC	VTEA – Other Operating Expenses	9,508
		Transfer to re-allocate budgets to appropriate accounts.			
6.	From:	19380-89xx-44xxx-6420	SCE	Independent Living Skill – Noninstructional Supplies	15,520
		19380-89xx-5xxxx-6420	SCE	Independent Living Skill – Other Operating Expenses	2,500
		19380-8910-76500-6420	SCE	Independent Living Skill – Bus Passes	1,000
	To:	19380-89xx-64xxx-6420	SCE	Independent Living Skill – Equipment	19,020
		Transfer to cover the purchase of furniture, copier, video equipment and computer equipment for classroom use to provide instructional support to serve students with disabilities.			
7.	From:	18260-5230-50000-6190	FC	FC CTE Workforce Innovation Partnership – Other Operating Expenses	30,000
	To:	18260-5230-60000-6190	FC	FC CTE Workforce Innovation Partnership – Equipment	30,000

Budget Transfers  
04-08-14

Transfer to cover the purchase of equipment for the Biotech Program for the students in the area of Biotechnology and experienced-based projects at Fullerton College.

8.	From:	11200-4800-52230-6720	CC	Current Year Fund – Maintenance Agreements	20,000
	To:	11200-2xxx-43000-xxxx	CC	Current Year Fund – Instructional Supplies & Materials	20,000
	Transfer to cover the expenses of copier paper allocation to instructional divisions at Cypress College.				
9.	From:	11200-1210-79430-6710	AC	Current Year Fund – Other Reserve for Contingencies	30,000
	To:	11200-1210-51900-6710	AC	Current Year Fund – Personal & Consultant Services	30,000
	Transfer to cover the cost of consulting services by Townsend Public Affairs, Inc. to develop and implement a state and federal government advocacy strategy for the Public Affairs department at Anaheim Campus.				
10.	From:	11100-1405-79430-6730	AC	Prior Year Fund – Other Reserve for Contingencies	6,000
	To:	11100-1405-51900-6730	AC	Prior Year Fund – Personal & Consultant Services	6,000
	Transfer to cover the cost of consulting services by the ELS Group, LLC for the Vice Chancellor Human Resources position and Vice Chancellor of Educational Services and Technology position recruitments.				
11.	From:	18240-5230-23400-6190	FC	FC CTE Workforce Innovation Partnership – Noninstructional Professional Hourly	29,200
	To:	18240-5230-52230-6190	FC	FC CTE Workforce Innovation Partnership – Maintenance Agreements	4,200
		18240-5230-64110-6190	FC	FC CTE Workforce Innovation Partnership – Equipment	25,000
	Transfer to cover the purchase of equipment and extended service plan for the Biotech Program at Fullerton College.				
12.	From:	11100-1315-79300-6600	AC	Prior Year Fund – Budget Center	19,700
	To:	11100-1340-52220-7100	AC	Prior Year Fund – Equipment Repairs	19,700
	Transfer to cover the expenses for emergency repair of hot water boiler and pump in the Anaheim Campus Culinary Arts area.				
13.	From:	17614-3220-40000-6420	CC	CC DSPS – Supplies and Materials	10,000
	To:	17614-3220-50000-6420	CC	CC DSPS – Other Operating Expenses	10,000
	Transfer to cover expenditures for interpreting services for the Cypress College Disabled Student Programs.				
14.	From:	15714-9040-42000-4900	SCE	English Literacy and Civics Grant – Books, Magazines, & Periodicals	20,000
	To:	15714-9060-52415-4900	SCE	English Literacy and Civics Grant – Travel & Conference Expenses	20,000
	Transfer to cover travel conference expenses for the ESL Program.				
15.	From:	11100-1110-79430-6600	AC	Prior Year Fund – Other Reserve for Contingencies	400
	To:	11100-1110-42000-6600	AC	Prior Year Fund – Books, Magazines, & Periodicals	400

CTE = Career and Technical Education; DSPS = Disabled Students Program Services; ELS = Effective Logistical Solutions; ESL = English as a Second Language; STEM = Science, Technology, Engineering, Math; VTEA = Vocational & Technical Education Act.

Budget Transfers  
04-08-14

Transfer to cover the purchase of a publication on neuroscience and student learning from the League of Innovation distributed to the Board members and Chancellor's Staff.

16.	From:	11200-5415-21110-6010	FC	Current Year Fund – Classified Monthly Salaries	22,126
	To:	11200-5415-23000-6010	FC	Current Year Fund – Noninstructional Salaries	22,126
		Transfer to cover the cost of hourly to backfill substitutes during Administrative Assistant I vacancy.			
17.	From:	11100-1315-79300-6600	AC	Prior Year Fund – Budget Center	2,609
	To:	11100-1389-52220-6770	AC	Prior Year Fund – Equipment Repairs	2,609
		Transfer to cover delivery truck repairs for the Anaheim Campus.			
18.	From:	45200-4165-60000-6150	CC	Capital Outlay Fund – Equipment	10,000
	To:	45200-4165-50000-6150	CC	Capital Outlay Fund – Other Operating Expenses	10,000
		Transfer to cover expenses for the campus security camera project required to maintain a safe environment for students, staff and faculty at Cypress College.			
19.	From:	45155-1340-5xxxx-7100	AC	Capital Outlay Fund – Other Operating Expenses	137,013
	To:	45155-1340-6xxxx-7100	AC	Capital Outlay Fund – Equipment	137,013
		Transfer to cover the expenses for water check valve for Storm Drain Pumping Station Replacement Project at the Anaheim Campus and to cover previous expenditures for building repairs and building improvements.			



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** April 8, 2014  
**SUBJECT:** Enter into Phase Three of the Agreement for the Capital Outlay Grant Financing Project for the Fullerton College Technology and Engineering Complex

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

**BACKGROUND:** On January 24, 2012, the Board authorized the District's participation in Phase One of the California Community College Chancellor's Office Capital Outlay Grant Financing Project for the Fullerton College Technology and Engineering Complex. This pilot program allowed the District to receive funding for the construction phase of the project in advance of incurring expenditures rather than through the traditional claim/reimbursement process, thereby avoiding significant reimbursement delays due to state cash flow problems.

Phase One was for the twelve-month period beginning February 1, 2012, which has already ended. The State Chancellor's Office requires separate approval for each year of participation and on March 12, 2013, the Board authorized continued participation into Phase Two, the twelve-month period beginning February 1, 2013, which has also ended. Approval is now being requested for continued participation for Phase Three, the twelve-month period beginning February 1, 2014, to complete the final closeout of all contractors on the project.

All contracted work on the project has already been completed. What is remaining are completion of punch list items, finalization of change orders, and payment of final retentions after the Notices of Completion are approved by the Board. We are anticipating that these final items will be done by June 30, 2014.

A cash flow projection has been prepared for Phase Three, totaling \$3,080,486, and was recently approved by the State Chancellor's Office to complete the grant. This amount includes a rollover amount from the prior forecast of \$2,753,141, an add-back of \$327,345 (or 10%) that had been previously deducted from the grant allocation. All other conditions of the program, including submission of monthly and quarterly expenditures, claim forms, and grant agreement documents, remain the same. This agenda item is submitted by Kashu Vyas, Interim District Manager, Fiscal Affairs.

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** The District will receive advanced funding from the California Community College Chancellor's Office Capital Outlay Grant Financing Project for the Fullerton College Technology and Engineering Complex in the amount of \$3,080,486 for the twelve-month period beginning February 1, 2014. This item is being submitted in compliance with the requirements established by the State Chancellor's Office. In effect, the District needed to have the State Chancellor's Office approval prior to Board approval for Phase Three.

**RECOMMENDATION:** In compliance with the California Community College Chancellor's Office requirements, authorization is requested to enter into Phase Three of the agreement for the Capital Outlay Grant Financing Project to receive advanced funding in the amount of \$3,080,486 for the twelve-month period beginning February 1, 2014, and ending January 31, 2015. Authorization is further requested to make adjustments to revenue and expenditure budgets. Authorization is also requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to submit expenditure reports and other required reporting forms. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute this agreement and any related documents or amendments to modify the agreement on behalf of the District.

Fred Williams  
\_\_\_\_\_  
Recommended by

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

4.c.2  
\_\_\_\_\_  
Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** April 8, 2014  
**SUBJECT:** Separate Bank and Investment Accounts

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

**BACKGROUND:** Pursuant to §84030 of the Education Code and in accordance with §58311 of Title 5 of the California Code of Regulations, it is the intent of the Legislature, Board of Governors, and the State Chancellor's Office to encourage sound fiscal management practices among community college districts. To that end, the Board of Governors has recognized district needs to maintain authorized bank accounts for certain types of district/college functions and activities. Accordingly, the governing board of any community college district may, for the purpose of expediting business service transactions and in accordance with sound business practices, establish separate bank accounts. All income derived from governing-board-approved activities or functions shall be deposited in these accounts for authorized expenditures in accordance with rules and regulations of the governing board.

In addition, the governing board of any community college district may establish clearing accounts for the deposit of any miscellaneous receipts (including receipts from the sale of property or materials pursuant to §81457 or §81458 of the Education Code) and provide for withdrawals from such accounts. All money in any such bank accounts shall be paid into the appropriate county treasury within a reasonable time period. However, cashier's checks, certified checks, and money placed in the custody of the community college district as security that a bidder will faithfully perform a contract may be deposited in a bank account, but shall not be paid into the county treasury unless forfeited or not claimed by the bidder for a period of 12 months. Also, the governing board of a community college district may establish a revolving cash fund account for the payment of services, material purchases, and supplemental salary payments when it has been determined that an error has been made in calculating or reporting employee payrolls. This agenda item was submitted by Rodrigo Garcia, District Director, Fiscal Affairs.

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

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 6150, Designation of Authorized Signatures.

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

**RECOMMENDATION:** It is recommended that the Board adopt a resolution establishing separate bank, saving, clearing, and revolving accounts pursuant to the California Community College Budget and Accounting Manual as authorized by §84030 of the Education Code, and in accordance with Education Code §58311 of Title 5 of the California Code of Regulations.

It is further requested that previous resolutions be rescinded and that any accounts not listed on this resolution and still open be closed immediately. It is further requested that in order to adequately safeguard and manage District assets, two authorized signatures be required on each check on every account. It is further requested that account signers, banks, and credit unions not be authorized to issue counter checks or cashier's checks on any of the accounts.

Fred Williams  
\_\_\_\_\_  
Recommended by

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

4.d  
\_\_\_\_\_  
Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	
<b>DATE:</b>	April 8, 2014	Information	
		Enclosure(s)	X
<b>SUBJECT:</b>	Surplus and Obsolete Supplies and Equipment		

**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 is no longer suitable for the District and may be disposed through public auction sales or private sales. The surplus computers are no longer functional or usable as the Information Technology (IT) departments have taken various components from those systems to keep other systems functioning and available for students and staff. The departments on each campus had been made aware of the surplus items and have had an opportunity to view and request various surplus equipment prior to Board approval. The District also invited local high schools to view the surplus after the campuses. There were provided some of these as donations from the District.

It is requested that the Board of Trustees declare and give staff permission to dispose of the remaining surplus supplies and equipment list. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 6550, Disposal of District Personal Property.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Proceed from the sale of surplus items will be deposited in Unrestricted General Fund.

**RECOMMENDATION:** It is recommended that the Board of Trustees by unanimous vote declare the District property listed on the attached list as surplus supplies and equipment and authorize entering into an agreement with InterSchola and the Liquidation Company to conduct an auction for the sale of surplus and obsolete supplies and equipment. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the contract on behalf of the District.

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Fred Williams  
Recommended by

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Approved for Submittal

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4.e.1  
Item No.

## SURPLUS ITEMS

4-08-14

Qty	Description	Location
1	Altendorf sliding table saw	La Habra
1	Autolite cabinet 49"x 36"x24"	La Habra
1	Blum Mini press MSP, MZK1000	La Habra
1 lot	Exercise equipment (broken)	La Habra
1	Carter handheld grinder	La Habra
4	Challenger Two Post auto lifts CL10V3-2 w/ air hoses	La Habra
1	Cincinnati metal fabricating machine	La Habra
4	Cosmetology dryer chairs	La Habra
11	Cosmetology high chairs	La Habra
1	Cosmototoly chair	La Habra
1	Davis & Wells Horizontal Boring Machine	La Habra
1	Delta radial arm saw	La Habra
1	Delta tilting arbor saw RT40	La Habra
20	Desks 15"/20" width	La Habra
1	Dewalt radial arm saw	La Habra
1	Dewalt skill saw	La Habra
1	Dvorak Shear	La Habra
22	File cabinets	La Habra
1	Flex Fitness	La Habra
1	Flex Systems deltoid fly machine	La Habra
19	Folding student desk/chair combo	La Habra
1	Free Climber 4400 -broken	La Habra
5	Greenheck air handlers	La Habra
1	Grinder/Polisher - 17" dual wheel	La Habra
1	Hammer strength machine	La Habra
1	Hunter DSP400 Alignment System	La Habra
1 Lot	Junk scrap metal	La Habra
4	Justrite safety storage cabinets for flammable liquids	La Habra
1	Kennedy Tool cabinet	La Habra
1	Laguna Tools V Way horizontal mortiser	La Habra
1	LeBlonde lathe	La Habra
2	Life Cycle 9100	La Habra
2	Lifecycle 9500 - broken	La Habra
2	Lot of built-in metal automative tables/carts	La Habra
10	Lot of file cabinets	La Habra
1	Mazda ABS adaptors	La Habra
20	Metal autoshop cabinets	La Habra
68	Metal Cabinets 78"x36"x24"	La Habra
20	Metal filing cabinets	La Habra
2	Metal racks 75"x36"x12"	La Habra
9	Metal racks 77"x48"x24'	La Habra
2	Metal racks 78"x36"x12	La Habra
2	Metric Fastener Cabinets	La Habra
1	Milwaukee Model H No2 plain lathe	La Habra
1 Lot	Miscellaneous office furniture	La Habra
2	Mobile cabinets - gray 36"x18"x24"	La Habra
1	Northfield jointer 12HD	La Habra

Item No. 4.e.2

## SURPLUS ITEMS

4-08-14

Qty	Description	Location
1	NuArc developer	La Habra
1	Onsrud Type W240 Overhead pin router	La Habra
6	Pottery wheels- Shimpo 21, Venco	La Habra
1	Powermatic 1100 drill press	La Habra
1	Powermatic belt sander w/feeder	La Habra
1	Powermatic Model 719A	La Habra
3	Quinton treadmill -broken	La Habra
1	Ritter R701 edge sander	La Habra
31	Rolling Cosmetology Stations	La Habra
20	Rolls of misc wire	La Habra
5	Rotunda service set	La Habra
12	SCH40 pulley wheels	La Habra
1	SCMI Model K210 edgebander	La Habra
1	SCMI Model S630 24" Palner	La Habra
1	SCMI Uno 36" wide belt sander	La Habra
14	Shampoo chairs	La Habra
10	Shop tables 60"x36"x23"	La Habra
4	Shop tables 94" x34"x35"	La Habra
1	Sioux Valve face grinding machine 645L	La Habra
1 lot	Small tools	La Habra
18	Stacor drafting tables	La Habra
1	Starmark spindle sander	La Habra
25	Steel chairs	La Habra
1	Stoesser hole punch	La Habra
1	Stratus recumbent bicycle 3900RC -broken	La Habra
93	Styling chair w/hydrualic bases	La Habra
1	Supreme steel metal cart	La Habra
1	Table with Morgan Chase vise 47"x24"x36"	La Habra
1	Teaneck Grahics vacuum System Plate Developer	La Habra
1	Turbo tank	La Habra
4	Upright cabinets	La Habra
1	Vacu Press 10HF 0651205	La Habra
17	Vemco 520 drafting tables 60"x37"	La Habra
2	Ventura Low No water heaters 20V125-MXS	La Habra
11	Virco M-6802 Tables 60"x30"x20"	La Habra
18	Virco M-8915 fabric chairs	La Habra
6	Virco Mobile cabinets 83"x44"x23 1/2"	La Habra
1	Vision Fit cross trainer	La Habra
1	Water Clam	La Habra
1	Wavetek Voltage control signal generator	La Habra
1	Wonder grinder	La Habra
1	Wood shaper	La Habra
1	Woodfast MC908 lathe	La Habra
1	Woodfest Model 408 Shortbed lathe	La Habra
198	CPU	Fullerton
7	Printer	Fullerton
1	Backup Storage	Fullerton

SURPLUS ITEMS

4-08-14

<b>Qty</b>	<b>Description</b>	<b>Location</b>
1	Battery Backup	Fullerton
4	Demo Desk	Fullerton
1	Document Reader	Fullerton
7	Laptop	Fullerton
1	CD Player	Fullerton
10	Network Storage	Fullerton
1	Network Switch	Fullerton
2	Projectors	Fullerton
1	Server	Fullerton
1	Storage Enclosure	Fullerton

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** April 8, 2014

**SUBJECT:** Resolution Declaring Surplus Property;  
Authorizing Offer of District Property for Sale to  
Public Entities; Authorizing Public Sale of  
Property at La Habra Site

Action	X
Resolution	X
Information	
Enclosure(s)	X

**BACKGROUND:** The District owns approximately 5.10 acres of certain excess real property located within the District at 1000 Leslie St., La Habra, California 90631, known generally as the La Habra Site. The District has determined that the best use of the property includes the sale of the Property at its highest and best use value. By passing the attached resolution, the Board declares the Property surplus and authorizes the District to offer the Property for sale to public entities pursuant to Government Code section 54222 and Education Code section 81363.5. The appraisal estimated market value of the Property is Four Million Five Hundred Thousand Dollars (\$4,500,000). This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 6500, Property Management, and Board Policy 6550, Disposal of District Property.

## FUNDING SOURCE AND FINANCIAL IMPACT:

**RECOMMENDATION:** It is recommended that the Board adopt Resolution No. 13/14-17 Declaring Surplus Property; Authorizing Offer of District Property for Sale to Public Entities; Authorizing Public Sale of Property at La Habra Site. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to conduct the sale of the Property to public entities pursuant to Government Code section 54222 and Education Code section 81363.5.

Fred Williams  
Recommended by

Approved for Submittal

4.f  
Item No.



**RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
DECLARING SURPLUS PROPERTY; AUTHORIZING OFFER OF DISTRICT  
PROPERTY FOR SALE TO PUBLIC ENTITIES; AUTHORIZING PUBLIC SALE OF  
PROPERTY (LA HABRA SITE)**

RESOLUTION NO. 13/14-17

WHEREAS, the North Orange County Community College District ("District") owns approximately 5.10 acres of certain excess real property located within the District at 1000 Leslie Street, La Habra, CA 93`02, known generally as the La Habra Site ("Property"), and as more particularly described in the legal description attached hereto as Exhibit "A";

WHEREAS, the District has determined that the best use of the Property includes the sale of the Property at its highest and best use value;

WHEREAS, the District desires to sell its fee simple interest in the Property;

WHEREAS, prior to any sale to the public, the Property must be offered to specified public entities pursuant to Government Code section 54222 and Education Code section 81363.5;

WHEREAS, pursuant to Education Code section 81363.5, notice must also be given by publication in a newspaper of general circulation to certain entities, including any public district, public authority, public agency, public corporation, or any other political subdivision of the state, to the federal government and to nonprofit charitable and nonprofit public benefit corporations;

WHEREAS, should the appropriate time periods described in Government Code section 54222 and Education Code section 81363.5 lapse, and no offer has been made on the Property by the entities described in said sections, the District desires to sell the Property in a public bid hearing, pursuant to Education Code section 81365 *et seq.*; and

WHEREAS, interested bidders for the purchase of the Property shall submit a bid proposal on a form supplied by the District;

NOW THEREFORE, be it resolved by the Board of Trustees of the North Orange County Community College District ("Board") as follows:

1. That the above recitals are true.
2. That the Board hereby declares the Property surplus, and hereby declares the Board's intention to sell said Property;
3. That, while the sale of the Property is not hereby limited to any particular development, the District will use its best efforts to ensure the Property is sold at its highest and best use value

4. That the District's Chancellor or his designee is/are authorized and directed to send written offers for the sale of the Property to public agencies pursuant to Government Code section 54222 and Education Code section 81363.5

5. That the District's Chancellor or his designee is authorized and directed to give public notice to public entities of the District's intent to dispose of the Property by publishing notice in any newspaper of general circulation located within the District, once a week for three weeks.

6. That in the event that no public agencies listed in Government Code section 54222 and Education Code section 81363.5 express an interest in the Property, this Board pursuant to Education Code section 81365 *et seq.*, does hereby announce its intention to receive and consider proposals for the sale of the Property.

7. That each bidder shall submit with its bid proposal a certified or cashier's check made payable to the North Orange County Community College District in the amount of Fifty Thousand Dollars (\$50,000.00) as bid security for entering into the purchase agreement. The deposit of the successful bidder will be retained by the District and applied towards the purchase of the Property pursuant to the purchase agreement. After execution of the purchase agreement by a successful bidder, or thirty (30) days, whichever comes first, all other deposits will be returned. If the successful bidder fails to execute the purchase agreement and provide all necessary documents within five (5) days of the Board's acceptance of its bid, the District may retain the bid security.

8. That the sale of the Property shall be upon the following terms and conditions:

a. The minimum bid for the Property shall be no less than the District appraised value, or updated appraised value, whichever is greater.

b. A non-refundable deposit of Fifty Thousand DOLLARS (\$50,000) shall be due upon immediately upon execution of the purchase agreement. Additional deposits may be required during escrow as set forth in the purchase agreement and/or bid documents.

c. Escrow shall be opened immediately and shall close no later than 3 months from the date of execution of the purchase agreement. The successful bidder must comply with the terms and conditions outlined in the District bid documents.

d. The Property is sold in an "As-Is" condition.

e. The purchaser shall bear all costs associated with recording fees, documentary and other transfer taxes, title insurance premiums, and other escrow costs.

9. The District will not pay a real estate commission for the purchase or sale of the Property, except as specifically authorized by contractual agreement with the Board.

10. That bid proposal forms for the purchase of the Property may be obtained from the Business Office of the North Orange County Community College District, 1830 Romneya Drive, Anaheim, CA 92801. Although a bidder may propose changes to the purchase agreement, unless otherwise agreed to by the District, the bidder shall agree that the existing terms and conditions of the purchase agreement will be binding upon the successful bidder. Any proposed changes to the purchase agreement must be submitted with the bid proposal. Any proposed material changes to the existing terms and conditions of the purchase agreement shall render such bid a counteroffer, which counteroffer may not be accepted by the District should any written or oral offer be made at or greater than the terms and conditions set forth in the purchase agreement and the minimum terms set forth herein.

11. That the bid proposals shall be sealed and filed with the Business Office of the North Orange County Community College District at a specified future date and time, which date and time shall be noticed pursuant to the surplus property procedures and the law of the State of California.

12. That at the public bid hearing to be held at the District board room at a date to be determined by the District, that the sealed bid proposals shall be opened, examined and declared. The District's Chancellor or his authorized designee shall then call for oral bids. If, upon the call for oral bidding, any responsible person's offer to enter into said purchase agreement, upon the terms and conditions specified and for a price exceeding by at least five percent (5%) the highest written proposal for the Property, then the oral bid, which is highest for the Property shall be finally accepted. Final acceptance shall not be made, however, until the oral bid is reduced to writing and signed by the offeror and bid security, as described herein, in the form of a certified or cashier's check payable to the District has been submitted.

13. That final acceptance of the highest bid, either written or oral, will be made at the Board meeting following the public bid hearing, or at any adjourned session of the same meeting held within ten (10) days. The Board may select the highest bid of any of the bids, or if it deems such action to be for the best public interest, it may reject any and all bids. The District reserves the right to make non-substantive changes to the purchase agreement. The highest successful bidder shall be required to execute the purchase agreement as a requirement for final acceptance by the Board.

14. That the Chancellor of the District or his designee is hereby authorized and directed to give notice of the Board's intent to sell the Property by posting executed copies of the Resolution in three (3) public places in the District not less than fifteen (15) days before the date of the public bid hearing, and by publication of a Notice of Intent to Sell not less than once a week for three (3) consecutive weeks before the date of the public bid hearing in a newspaper of general circulation published in the District or in the

County in which the District or any part thereof is situated and having a general circulation in the County.

15. The Board delegates authority to and appoints the Chancellor or his designee to conduct a public bid hearing for the sale of the Property. Any action taken at said public bid hearing will be presented to the Board for ratification at a regularly scheduled Board meeting.

ADOPTED, SIGNED AND APPROVED this 8th day of April, 2014.

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President of the Governing Board for the  
North Orange County Community College District

I, Michael Matsuda, Clerk of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the 8th day of April 2014, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Clerk of the Governing Board of the  
North Orange County Community College District

## EXHIBIT "A"

### LEGAL DESCRIPTION OF PROPERTY

#### Property Features:

Address: 1000 Leslie Street, La Habra, CA 90631

Assessor's Parcel Number: 019-111-67

Zoning: M1 Light Industrial

Total Land Sq Ft: 222,156 sq ft

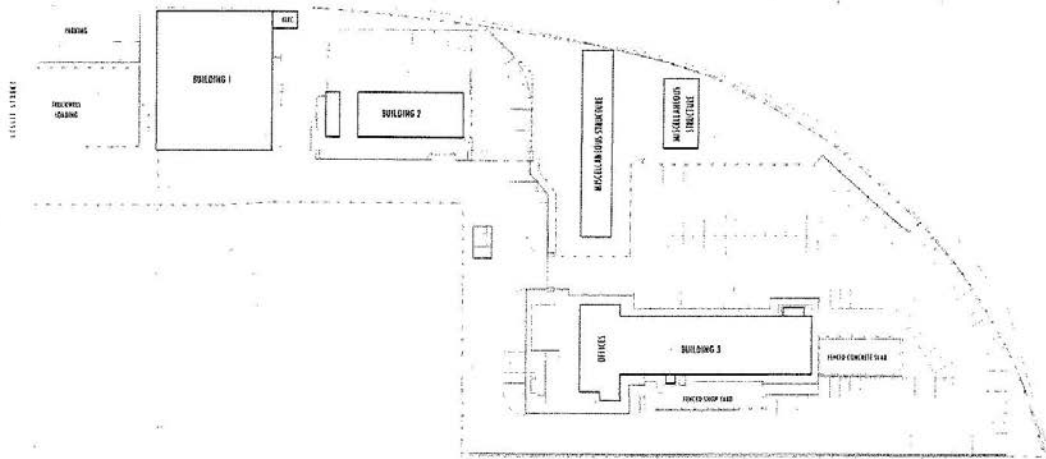
Building SF: 26,996 sq ft, 3 usable industrial buildings and 2 additional structures

Clearance 12" -16"

Power: 2,000 amps

Fire Sprinkler: Partial

Yard: Fenced, irregular "flag" land site



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	
<b>DATE:</b>	April 8, 2014	Information	
		Enclosure(s)	
<b>SUBJECT:</b>	Rejection of All Bids, Bid #2014-02, Tech Ed II, Tech Ed III and Gym II HVAC Equipment Replacement at Cypress College		

**BACKGROUND:** On March 24, 2014, the Purchasing Department received 11 bids for Bid #2014-02, Tech Ed II, Tech Ed III and Gym II HVAC Equipment Replacement at Cypress College. After reviewing all the bids, staff determined that it would be in the best interest of the District to rebid the project. Therefore, it is recommended that all bids be rejected and the project will be rebid at a later time. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** This item has no financial impact, it is only to request approval to reject all bids.

**RECOMMENDATION:** It is recommended that the Board of Trustees reject all bids for Bid #2014-02, Tech Ed II, Tech Ed III and Gym II HVAC Equipment Replacement at Cypress College, and authorize staff to rebid the project at a later time.

Fred Williams  


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 Recommended by

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 Approved for Submittal

4.g  


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 Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	April 8, 2014	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Information and Emergency Communications Subscription Service Agreement with ReGroup	Enclosure(s)	<u>          </u>

**BACKGROUND:** Informational messaging and emergency communications are vital to the operation of the District and the colleges. The District currently uses three products to perform these types of communication with staff and students. The informational messaging system used for communication with students is SARSCall which is no longer supported by the vendor. Emergency communications with students is performed using a Banner module that is slow and often does not get messages to students in a timely manner. Emergency communications with staff are done using a product called One-Call Now which has proven effective but is very expensive for student messaging. At a recent conference an alternative product, ReGroup, was identified which will perform all of these functions using newer and faster technology at a much more reasonable cost.

ReGroup addresses the District-wide need to communicate quickly and efficiently with students and staff during emergencies and to provide informational messaging to students and staff. Messages are delivered to individuals through text messaging, telephone calls to cell, work and home phone numbers based on information provided by individuals in Banner. ReGroup will allow the District to standardize on one platform for messaging. Messaging to students and staff will be faster, more reliable, easier to use and will integrate with campus and District social media sites.

The product was demonstrated for and tested by the District Director, Public and Governmental Affairs, campus Directors of Communication, District Information Services, Academic Computing Departments and campus functional staff responsible for sending informational and emergency messages. Testing included verifying the ease of use and the performance speed, all of which were impressive. All testers endorse the product.

This agenda item was submitted by Deborah Ludford, District Director, Information Services. The project will be managed by Fred Rocha, IT Applications Support Manager.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic 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:** Board Policy 3505, Emergency Response Plan, and Board Policy 6340, Contracts.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The funding source for the first year of the subscription service agreement will be from Information Services Operating Allocation.

**RECOMMENDATION:** Authorization is requested to enter into an agreement with ReGroup for an information and emergency communications subscription service for the North Orange County Community College District for the initial service year, effective April 15, 2014, through April 15, 2015, for an amount not to exceed \$45,000. Authorization is further requested for an option to renew in subsequent years with an increase not to exceed 5% per year until canceled. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Deborah Ludford  

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Recommended by

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Approved for Submittal

4.h.2  

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Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	April 8, 2014	Resolution	<u>          </u>
<b>SUBJECT:</b>	CampusLogic, Inc. StudentVerification.com Subscription Agreement for Fullerton College	Information	<u>          </u>
		Enclosure(s)	<u>          </u>

**BACKGROUND:** Financial Aid Offices are required to verify students' Free Application for Federal Student Aid (FAFSA) data under a process called Verification. The Department of Education selects students randomly who are to be verified. Approximately 50% of the students who apply for financial aid at Fullerton College are selected for verification, which is higher than the average of 30%. This is due to the demographics of our students.

Last year, the Department of Education altered the verification process for the first time since the mid 1980's. The new requirements now place students into one of five "groups" each with their own set of requirements, complicating the verification.

As the volume of applicants seeking financial aid has grown, coupled with increasingly complex regulations, and with changes to the need analysis formula, the associated verification selection has also increased. During the peak processing months over the summer, it is common for the office to become backlogged with files selected for verification. Between July and October, this backlog can be anywhere from four to eight weeks, which delays financial aid awarding, in turn causing delays in refunds for books, supplies, and living expenses.

Fullerton College searched for a solution and found a company named CampusLogic, Inc. that provides a tool for electronic verification forms and automated processing, which will reduce the backlog and make it faster and more convenient for students to complete the verification process. They can also complete the "paperwork" 24 hours a day, 7 days a week, including during the summer months, when the campus is closed on Friday. It is anticipated that there will be a reduction in other costs, such as manila folders, copies, faxes and paper, along with the quicker document processing. The student will have the ability to upload any document required via scanner or smartphone, and will be able to electronically sign (e-sign) the document, and parents will also have the ability to e-sign if applicable.

This subscription service was demonstrated and discussed by the District Financial Aid Workgroup. District Information Services also reviewed the product for security and feasibility.

The subscription service can be cancelled at any time with no penalty. The cost for the service is as follows:

<b>Award Year</b>	<b>Cost</b>
2014-2015	\$50,000
2015-2016	\$60,000
2016-2017	\$70,000
TOTAL	\$180,000

This agenda item was prepared and submitted by Greg Ryan, Director of Financial Aid, Fullerton College, Deborah Ludford, District Director, Information Services, and Fred Rocha, Manager, IT Applications Support.

**How does this relate to the five District Strategic Directions?** This item responds to Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 3720, Computer and Electronic Communication Systems, and Board Policy 6340, Contracts.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding will be provided from Fullerton College Categorical Funds.

**RECOMMENDATION:** Authorization is requested to enter into a contract with CampusLogic, Inc. for the subscription service setup, integration, training and services to complete the implementation of the StudentVerification.com system at Fullerton College at a cost of \$180,000. The service is scheduled to begin May 1, 2014, and is expected to be completed June 30, 2017. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

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Deborah Ludford  
Recommended by

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Approved for Submittal

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4.i.2  
Item No.

## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
Resolution                       
**DATE:** April 8, 2014 Information                       
Enclosure(s)                       
**SUBJECT:** District Study Abroad Program, Spring 2015,  
Rome, Italy

**BACKGROUND:** At its April 24, 1987 meeting, the Board of Trustees approved the creation of an International Education Program for the District which has since come to be known as the Study Abroad Program. Every year a solicitation of proposals from independent contractors to provide travel arrangements for study abroad is conducted. This year, proposals were sought from four different vendors and the American Institute for Foreign Study (AIFS) has been selected. This vendor has a prior record of delivering a high quality program for our students including the current (2014) trip to Seville, Spain. Both students and faculty have reported high levels of satisfaction with AIFS and we are confident in their ability to handle all travel arrangements for the proposed 2015 Spring Study Abroad Program in Rome, Italy.

The proposed 2015 Spring Study Abroad Program will begin on March 5, 2015, and end on May 16, 2015. The program will be open to all Cypress College and Fullerton College students who are in good standing and have completed a minimum of 12 units. This item was prepared by Dan Tesar, Interim Dean of the Library and Interim Administrator of the Fullerton College Study Abroad Program.

**How does this relate to the five District Strategic Directions:** This item responds to Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses; and Direction #5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

**How does this relate to Board Policy:** This item is in compliance with Board Policy/Administrative Procedure 4300, Field Trips and Excursions.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Students pay a basic program fee of \$8,170 which includes airfare, housing, some meals, travel excursions, and orientation. This cost-per-student could be reduced if more students enroll in the program.

**RECOMMENDATION:** Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2015 Spring Study Abroad Program in Rome, Italy. The basic program fee of \$8,170, which is to be paid by each student, includes airfare, housing, travel excursions, a travel pass in Rome, some meals, and orientation. Authorization is requested for the Vice Chancellor, Facilities and Finance, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office.

Rajen Vurdien  
\_\_\_\_\_  
Recommended by

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

4.j  
\_\_\_\_\_  
Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	_____
<b>DATE:</b>	April 8, 2014	Information	_____
		Enclosure(s)	X
<b>SUBJECT:</b>	Cypress College Curriculum Matters		

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

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

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

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

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

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

**RECOMMENDATION:** Authorization is requested for the Cypress College summary of curriculum deactivations, additions, and revisions, effective fall 2014. The curricula have been signed by the Campus Curriculum Committee Chairperson and the College President, and it has been approved by the District Curriculum Coordinating Committee.

# CYPRESS COLLEGE CURRICULUM

## Board Agenda

April 8, 2014

(DCCC approved March 14, 2014)

RE-ACTIVATED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ACR 009 C Refinishing Technician III Units: 6 Lecture: 5 Laboratory: 3	<ul style="list-style-type: none"> <li>* Outline Update</li> <li>* Catalog Description Update</li> <li>* Schedule Description Update</li> <li>* Number change from ACR 011 C</li> <li>* Textbook Update</li> <li>* Title change</li> <li>* Units from 4.5 to 6</li> <li>* Lecture hrs from 4 to 5</li> <li>* Lab hrs from 2 to 3</li> <li>* Repeatability removed</li> <li>* Prerequisite ACR 008 C</li> </ul>	24	Class provides highly individualized one on one training both in lecture and in lab settings. NATEF certification requirement - class size 24 The Automotive Collision Repair Department follows guidelines and standards established by both: ASE - the National Institute for Automotive Service Excellence and I-CAR – the Inter-Industry Conference on Auto Collision Repair. NATEF certification is awarded to programs that implement their processes, procedures and testing methodologies and class size thereby establishing a baseline for quality technicians entering the workforce. STD 6.4	2014 Fall	Course number change from ACR 011 C and title change. Outline, catalog, schedule, title & textbook updated to better reflect course content.

5.a.2  
Item No.

<b>REVISED COURSES</b>
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COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ACR 008 C Refinishing Tech II Units: 6 Lecture: 5 Laboratory: 3	* Repeatability removed	24	Class provides highly individualized one on one training both in lecture and in lab settings. NATEF certification requirement. See justification listed above.	2014 Fall	Changes according to the new repeatability guidelines
MUSA 120 C Beginning Guitar Units: 1 Lecture: 1 Laboratory: 1	* UC Transfer added	20	Extensive individual instruction involving lecture, demonstration, student performance and faculty critiquing of student work.	2014 Fall	Previously MUS 130 C

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X _____
		Resolution	_____
<b>DATE:</b>	April 8, 2014	Information	_____
		Enclosure(s)	X _____
<b>SUBJECT:</b>	Fullerton College Curriculum		

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

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

All curricula are submitted to the President's Office for review prior to submission to the District Curriculum Coordinating Committee. This item is submitted by Dr. Jennifer Combs, Fullerton College Curriculum Committee Chair. and Dr. Savannah Jones, Interim Vice President of Instructional Services.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction #1: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

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

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

**RECOMMENDATION:** It is recommended that the Board approve the attached summary of curriculum changes for Fullerton College, to be effective fall 2014. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and it has been approved by the District Curriculum Coordinating Committee.

Rajen Vurdien

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Recommended by

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Approved for Submittal

5.b.1

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Item No.



**Fullerton College Curriculum**  
**Board of Trustees**  
 Proposal Agenda  
**April 08, 2014**

*Approved by DCCC 3/11/2014*

**PACKAGES**

COURSE ID	PACKAGE DESCRIPTION - PROPOSAL TYPES	EFF DATE	JUSTIFICATION
PHSC deletion package, part 2	<ul style="list-style-type: none"> <li>• PHSC 103BF Physical Sciences for Teachers: Chemistry</li> <li>• PHSC 103AF Physical Sciences for Teachers: Physics</li> </ul>	Fall 2014	Deletion of courses PHSC 103AF and 103BF. There is not enough demand for these courses to make them viable.

**REVISED PROGRAMS**

Subject	Program Description	EFF DATE	Justification																																																									
ART	<p><b><u>Art History Associate in Arts Degree for Transfer</u></b></p> <p>The Art History Associate in Arts Degree for Transfer, also called the Art History AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in Art History. This degree requires students to complete 60 CSU transferable units including completion of CSU or IGETC and 18 units in the major with a cumulative GPA of 2.0 or better. Title 5 requires that students earn a grade of "C" or better in all major coursework. Students earning the Art History AA-T will be granted priority for admission as an Art History major to a local CSU, as determined by the CSU campus to which the student applies. A B.A. in Art History prepares students for employment in curatorial work for the gallery and museum system. In addition, a B.A. in Art History provides a solid foundation for advanced training in the more technical areas of art restoration and conservation, as well an introduction to art theory, methodology, and criticism – areas of study which are key to studies of art at the post-graduate level. The Art History AA-T Degree program requires 18 total units of which 9 units are in required core courses. In addition, a total of 9 units are required from lists of restricted electives.</p> <p><b>Required Core Courses (9 Units)</b> Units</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">ART 112 F</td> <td style="width: 65%;">Art History: Ancient to Medieval</td> <td style="width: 20%; text-align: right;">3</td> </tr> <tr> <td>ART 113 F</td> <td>Art History: Renaissance to Modern</td> <td style="text-align: right;">3</td> </tr> <tr> <td>ART 182 F</td> <td>Basic Drawing</td> <td style="text-align: right;">3</td> </tr> <tr> <td colspan="2">List A (3 units) Select one:</td> <td style="text-align: right;">Units</td> </tr> <tr> <td>ART 212 F</td> <td>Art History: The Art of Asia</td> <td style="text-align: right;">3</td> </tr> <tr> <td>ART 116 F</td> <td>Art History - Mexico</td> <td style="text-align: right;">3</td> </tr> <tr> <td colspan="2"><b>List B (3 units) Select one:</b></td> <td></td> </tr> <tr> <td colspan="2">Units</td> <td></td> </tr> <tr> <td>ART 120 F</td> <td>Basic Design</td> <td style="text-align: right;">3</td> </tr> <tr> <td>ART 186 F</td> <td>Beginning Life Drawing</td> <td style="text-align: right;">3</td> </tr> <tr> <td>PHOT 101 F</td> <td>Introduction to Photography</td> <td style="text-align: right;">3</td> </tr> <tr> <td>ART 121 F</td> <td>Three-Dimensional Design</td> <td style="text-align: right;">3</td> </tr> <tr> <td>DART 100 F</td> <td>Introduction to Digital Art</td> <td style="text-align: right;">3</td> </tr> <tr> <td>DART 170 F</td> <td>Digital Photo Editing I</td> <td style="text-align: right;">3</td> </tr> <tr> <td colspan="2"><b>List C (3 units) Select one:</b></td> <td style="text-align: right;">Units</td> </tr> <tr> <td colspan="2">Any course from List A or List B not already used.</td> <td style="text-align: right;">3</td> </tr> <tr> <td colspan="2" style="text-align: center;">or</td> <td></td> </tr> <tr> <td>ART 114 F</td> <td>Art History: Impressionism to Present</td> <td style="text-align: right;">3</td> </tr> <tr> <td colspan="2"><b>Total Units</b></td> <td style="text-align: right;"><b>18</b></td> </tr> </table>	ART 112 F	Art History: Ancient to Medieval	3	ART 113 F	Art History: Renaissance to Modern	3	ART 182 F	Basic Drawing	3	List A (3 units) Select one:		Units	ART 212 F	Art History: The Art of Asia	3	ART 116 F	Art History - Mexico	3	<b>List B (3 units) Select one:</b>			Units			ART 120 F	Basic Design	3	ART 186 F	Beginning Life Drawing	3	PHOT 101 F	Introduction to Photography	3	ART 121 F	Three-Dimensional Design	3	DART 100 F	Introduction to Digital Art	3	DART 170 F	Digital Photo Editing I	3	<b>List C (3 units) Select one:</b>		Units	Any course from List A or List B not already used.		3	or			ART 114 F	Art History: Impressionism to Present	3	<b>Total Units</b>		<b>18</b>	2014 Fall	Replace ACG 100 F and 170 F with DART 100 F and 170 F to reflect prefix change. Update course titles to reflect approved changes for 2014.
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**REVISED PROGRAMS**

Subject	Program Description	EFF Date	Justification																																																			
ART	<p><b>Studio Arts Associate in Arts Degree for Transfer</b></p> <p>The Associate in Arts in Studio Arts for Transfer (AA-T), also called the Studio Arts AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in Studio Art. Students earning the Studio Arts AA-T will be granted priority for admission as a Studio Arts major to a local CSU, as determined by the CSU campus to which the student applies. This degree requires students to complete 60 CSU transferable units including completion of CSU GE or IGETC and 24 units in the major with a cumulative GPA of 2.0 or better. Title 5 requires that students earn a grade of "C" or better in all major coursework. There are no additional graduation requirements. This degree is designed to prepare students to understand and appreciate various art forms and art media, and guide them in choosing an appropriate path for them to follow for the demonstration of their creativity. While a baccalaureate degree is recommended for a possible career in gallery and museum presentation, Art Criticism, Commercial Art, Art Education, and many other Art-related careers, completion of this curriculum will demonstrate commitment to the serious study of Art in practice and in theory, and provide comprehensive preparation for upper-division work. The Studio Arts AA-T Degree program requires 24 total units of which 12 units are in required core courses. In addition, a total of 12 units are required from a list of restricted electives: 3 units in restricted electives required in Art History, and 9 units from a list of Studio Arts restricted elective courses.</p> <p>Core Courses (12) Complete the following courses to total 12 units</p> <table border="0"> <tr> <td>ART 113 F</td> <td>Art History Renaissance to Modern</td> <td align="right">3</td> </tr> <tr> <td>ART 120 F</td> <td>Basic Design</td> <td align="right">3</td> </tr> <tr> <td>ART 121 F</td> <td>Three-Dimensional Design</td> <td align="right">3</td> </tr> <tr> <td>ART 182 F</td> <td>Basic Drawing</td> <td align="right">3</td> </tr> </table> <p>List A: Art History Restricted Electives (3) Select one course      Units</p> <table border="0"> <tr> <td>ART 112 F</td> <td>Art History: Ancient to Medieval</td> <td align="right">3</td> </tr> <tr> <td>ART 212 F</td> <td>Art History: The Art of Asia</td> <td align="right">3</td> </tr> <tr> <td>ART 117 F</td> <td>Art History: American Art</td> <td align="right">3</td> </tr> </table> <p>List B: Studio Arts Restricted Electives (9) Select 3 courses      Units</p> <table border="0"> <tr> <td>ART 186 F</td> <td>Beginning Life Drawing</td> <td align="right">3</td> </tr> <tr> <td>ART 189 F</td> <td>Beginning Painting</td> <td align="right">3</td> </tr> <tr> <td>ART 131 F</td> <td>Introduction to Printmaking</td> <td align="right">3</td> </tr> <tr> <td>ART 153 F</td> <td>Ceramics: Beginning Handbuilding</td> <td align="right">3</td> </tr> <tr> <td>ART 160 F</td> <td>Fundamentals of Sculpture</td> <td align="right">3</td> </tr> <tr> <td>ART 118 F</td> <td>Color Theory</td> <td align="right">3</td> </tr> <tr> <td>ART 173 F</td> <td>Jewelry Casting</td> <td align="right">3</td> </tr> <tr> <td>DART 100 F</td> <td>Introduction to Digital Art</td> <td align="right">3</td> </tr> <tr> <td>DART 170 F</td> <td>Digital Photo Editing I</td> <td align="right">3</td> </tr> <tr> <td><b>Total Units</b></td> <td></td> <td align="right"><b>24</b></td> </tr> </table>	ART 113 F	Art History Renaissance to Modern	3	ART 120 F	Basic Design	3	ART 121 F	Three-Dimensional Design	3	ART 182 F	Basic Drawing	3	ART 112 F	Art History: Ancient to Medieval	3	ART 212 F	Art History: The Art of Asia	3	ART 117 F	Art History: American Art	3	ART 186 F	Beginning Life Drawing	3	ART 189 F	Beginning Painting	3	ART 131 F	Introduction to Printmaking	3	ART 153 F	Ceramics: Beginning Handbuilding	3	ART 160 F	Fundamentals of Sculpture	3	ART 118 F	Color Theory	3	ART 173 F	Jewelry Casting	3	DART 100 F	Introduction to Digital Art	3	DART 170 F	Digital Photo Editing I	3	<b>Total Units</b>		<b>24</b>	2014 Fall	Replace ACG 100 F and 170 F with DART 100 F and 170 F to reflect prefix change. Update course titles to reflect approved changes for 2014.
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**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES

**DATE:** April 8, 2014

**SUBJECT:** Academic Personnel

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

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

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

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

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

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

Irma Ramos

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

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

6.a.1

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

PHASE-IN RETIREMENTS

Credidio, Steven	FC	Counselor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 85.00%/Spring Sem. 85.00% Eff. 07/01/2014 PN FCF939
Duhme, Cheryl	FC	Mathematics Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 53.33%/Spring Sem. 53.33% Eff. 08/25/2014 PN FCF925
Kiszely, Elizabeth	FC	English Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 00.00%/Spring Sem. 100% Eff. 08/25/2014 PN FCF854
Rivera-Tweedie, Giana	SCE	Non-Credit Counselor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 85.00%/Spring Sem. 85.00% Eff. 07/01/2014 PN SCF991
Robinson, Karen	FC	Nutrition & Foods Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 80.00%/Spring Sem. 80.00% Eff. 08/25/2014 PN FCF757

RESIGNATIONS

Contreras, Gilbert	CC	Manager, EOPS Eff. 03/31/2014 PN CCM969
Hovey, Ann	FC	Dean, Business & CIS Eff. 05/30/2014 PN FCM966

Academic Personnel  
April 8, 2014

CHANGE IN SALARY CLASSIFICATION

Vann, Lynette	FC	Sociology Instructor (ADJ) From: Column 1, Step 0 To: Column 3, Step 0 Eff. 01/27/2014
Williams, David	FC	Accounting Instructor (ADJ) From: Column 1, Step 0 To: Column 3, Step 0 Eff. 01/27/2014

Additional Duty Days @ Per Diem

Kresse, Douglas	FC	Coach, Forensics	11 days
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PAYMENT FOR INDEPENDENT LEARNING CONTRACTS 2014 SPRING SEMESTER

Cavin, Robert G.	CC	\$ 20.00
Faraci, Michael	CC	\$ 10.00
Freer, Carolee	CC	\$ 10.00
Gallo, Joseph	CC	\$ 20.00
Harvey, Carol	CC	\$ 65.00
Heusser, Willis	CC	\$ 10.00
Majid, Rosalie	CC	\$ 10.00
Martinez, Randy	CC	\$ 10.00
Mercer, Robert	CC	\$ 20.00
Mohr, Margaret	CC	\$ 5.00
Mosqueda-Ponce, Therese	CC	\$ 50.00
Patti, Joyce	CC	\$ 70.00
Pickler, Scott	CC	\$ 10.00
Pinkham, Bill	CC	\$ 45.00
Ramos, Jaime	CC	\$ 45.00
Reiland, Kathleen	CC	\$170.00
Schulps, Molly	CC	\$ 40.00
Sidhu, Parwinder	CC	\$ 10.00

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 SUMMER INTERSESSION

Fierro, Benjamin	FC	Column 1, Step 0
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 SPRING SEMESTER, TRIMESTER

Haber, Beverly	SCE	Column 1, Step 1
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Academic Personnel  
April 8, 2014

Wicks, Lorraine SCE Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2014 FALL SEMESTER,  
TRIMESTER

Contreras, Anne CC Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Ramos, Gloria FC Column 2, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Adebayo-Ibe, Morenike FC Column 1, Step 0

McCain, Claudia FC Column 1, Step 0

Rucker, Nancy FC Column 1, Step 0

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES

**DATE:** April 8, 2014

**SUBJECT:** Classified Personnel

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

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

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

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

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

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

Irma Ramos

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

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

6.b.1

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

Classified Personnel  
April 8, 2014

RETIREMENT

Sanborn, Jackie                      FC     Administrative Assistant III  
12-month position (100%)  
Eff. 06/01/2014  
PN FCC765

RESIGNATIONS

Bacon, Hilary                        FC     Student Services Specialist/Int'l Student Center  
12-month position (100%)  
Eff. 04/12/2014  
PN FCC670

Jenkins, Sabrina                    FC     Admissions & Records Specialist  
12-month position (100%)  
Eff. 04/05/2014  
PN FCC648

Young, Linda                        FC     Administrative Assistant I  
12-month position (100%)  
Eff. 4/02/2014  
PN FCC673

NEW PERSONNEL

Dennison, Katrina                    FC     Student Services Technician/DSPS  
12-month position (100%)  
Range 33, Step A  
Classified Salary Schedule  
Eff. 04/14/2014  
PN FCC756

Diaz, Luis                            CC     Grounds Athletic Field Specialist  
12-month position (100%)  
Range 31, Step A  
Classified Salary Schedule  
Eff. 04/09/2014  
PN CCC787

Quach, Tony                        FC     Student Services Specialist/Counseling  
12-month position (100%)  
Range 36, Step A  
Classified Salary Schedule  
Eff. 04/10/2014  
PN FCC638

Classified Personnel  
April 8, 2014

Wicoff, Cassandra            FC    Student Services Specialist/Counseling  
12-month position (100%)  
Range 36, Step A  
Classified Salary Schedule  
Eff. 04/10/2014  
PN FCC637

PROMOTION

Vyas, Kashmira            AC    Accounting Specialist  
12-month position (100%)  
PN DEC989

To:    AC District Manager, Fiscal Affairs  
12-month position (100%)  
Range 19, Column B + PG&D  
Management Salary Schedule  
Eff. 04/09/2014  
PN DEM995

VOLUNTARY CHANGES IN ASSIGNMENT

Leonardo, Sergio            CC    Groundskeeper (100%)

Extension of Temporary Change in Assignment  
To:    CC Grounds Athletic Field Specialist  
12-month position (100%)  
Range 31, Step E + 15% Longevity  
Classified Salary Schedule  
Eff. 04/01/2014 – 04/30/2014

Utsuki, Melissa            AC    Public Affairs Assistant (100%)

Temporary Change in Assignment  
To:    FC Director, Campus Communications  
12-month position (100%)  
Range 16, Column A  
Management Salary Schedule  
Eff. 04/14/2014 – 06/30/2014



Classified Personnel  
April 8, 2014

Wise, Sarah                    FC    Student Services Specialist/DSPTS (100%)

Permanent Increase in Months Employed  
From: 11 Months  
To: 12 Months  
Eff. 04/01/2014  
PN FCC800

LEAVES OF ABSENCE

Calderon-Teneza, Roselle CC    Financial Aid Technician (100%)  
Family Medical Leave (FMLA/CFRA)  
Paid Leave Using Regular and Supplemental Sick  
Leave Until Exhausted; Unpaid Thereafter  
Eff. 03/13/14 – 04/22/14 (Consecutive Leave)

Dugan, Michele                    CC    Student Services Specialist (100%)  
Family Medical Leave (FMLA/CFRA)  
Paid Leave Using Regular and Supplemental Sick  
Leave Until Exhausted; Unpaid Thereafter  
Eff. 03/28/2014 -- 04/28/2014 (Consecutive Leave)

Ortega, Danny                    CC    Campus Safety Officer (100%)  
Military Leave With Pay  
Eff. 02/25/2014 -- 03/02/2014

SUSPENSION WITHOUT PAY FOR DISCIPLINARY ACTION

Diaz, Robert                    CC    Carpenter (100%)  
Six (6) Days  
Eff. 03/31/2014 – 04/07/2014

Johnson, Cathy                    SCE   High School Records Technician (100%)  
Two (2) Days  
Eff. 03/26/2014 – 03/27/2014

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** April 8, 2014 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
**SUBJECT:** Professional Experts Enclosure(s) X

**BACKGROUND:** Professional Experts within budget.

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

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

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

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

Irma Ramos

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

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

6.c.1

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

Professional Experts  
April 8, 2014

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Bagg, Joseph	FC	Technical Expert I	Jazz Festival Clinician	10	03/21/2014	03/22/2014
Biggs, Steven	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Boocks, Elizabeth	FC	Project Expert	Centennial Event and Archival Photography	20	03/24/2014	06/30/2014
Brink, Janna	SCE	Project Expert	El Civics Grader	21	04/14/2014	04/18/2014
Brown, Anthony	CC	Technical Expert I	Perkins IV – enhancing Student Success	5	04/01/2014	06/30/2014
Castellano, Roger	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Chamberlain, Amber	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Chen, Huei Ju Rose	CC	Technical Expert I	Concert performer/pianist	3.5	03/17/2014	05/24/2014
Engle, Martha	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Glicker, Eric	SCE	Project Expert	El Civics Grader	21	04/14/2014	04/18/2014
Hall, James	SCE	Project Expert	El Civics Grader	21	04/14/2014	04/18/2014
Kai, Kuo-Lung	FC	Technical Expert I	Fullerton College Dance Program	15	03/10/2014	05/30/2014
Kataoka, Kristofer	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Keefer, Stephanie	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Kilby, Claudia	FC	Project Expert	Centennial hall of Fame Portrait Project	8	03/31/2014	06/30/2014
Kvaska, Christopher	SCE	Project Coordinator	Job Developer	26	05/19/2014	06/25/2014
McCloskey, Daphne	FC	Project Expert	Web Design	7	03/12/2014	05/16/2014
McDonald, Arlyn	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
McMillin, Jennifer	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Michaelson, Ron	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Miranda, Raul	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014

Professional Experts  
April 8, 2014

Mittler, William	FC	Project Expert	High School Theatre Festival 2014 Judges Coordinator	13	03/14/2014	03/15/2014
Nguyen, Anthony	SCE	Project Coordinator	Job Developer Coordinator	26	04/21/2014	06/27/2014
Payan-Hernandez, Martha	SCE	Project Coordinator	CACT Veterans NEXUS/H1B Advanced Manufacturing Project	26	03/31/2014	05/02/2014
Payan-Hernandez, Martha	SCE	Project Coordinator	CACT Veterans NEXUS/H1B Advanced Manufacturing Project	26	05/12/2014	06/06/2014
Puma, Jessica	CC	Project Manager	Spring Recess Online Management	40	04/3/2014	04/19/2014
Reeves, Megan	SCE	Project Coordinator	C2C Coordinator/Mobility Specialist	26	04/28/2014	06/27/2014
Ruth, Shane	SCE	Project Expert	Automotive Tutor	26	03/31/2014	06/30/2014
Shew, Roger	FC	Technical Expert I	Jazz Festival Clinician	8	03/21/2014	03/22/2014
Wasby, Roger	SCE	Project Expert	El Civics Grader	26	04/14/2014	04/18/2014

SCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Austin, Lance	Tuition Rate	Spring Trimester	26
Bae, Anna	Tuition Rate	Spring Trimester	26
Brayshaw, Brent	Tuition Rate	Spring Trimester	26
Burnes, Lisa	Tuition Rate	Spring Trimester	26
Chan, Margie	Tuition Rate	Spring Trimester	26
Chianis, Antonia	Tuition Rate	Spring Trimester	26
Cooper, Susan	Tuition Rate	Spring Trimester	26
DeFazio, Kihae	Tuition Rate	Spring Trimester	26
De La Rosa, Jason	Tuition Rate	Spring Semester	26
Earl, Erin	Tuition Rate	Spring Trimester	26
Firestone, Harold	Tuition Rate	Spring Trimester	26
Gallegos, Ramon	Tuition Rate	Spring Trimester	26

Professional Experts  
 April 8, 2014

Gagne, Patrick	Tuition Rate	Spring Trimester	26
Hopkins, Marisa	Tuition Rate	Spring Trimester	26
Kalar, Jason	Tuition Rate	Spring Trimester	26
King, Dixie	Tuition Rate	Spring Trimester	26
Kram, Piseiy	Tuition Rate	Spring Trimester	26
Kuruppu, Maduka	Tuition Rate	Spring Trimester	26
Larsen, Kirsten	Tuition Rate	Summer Trimester	26
Li, Hsiu-Ying	Tuition Rate	Spring Trimester	26
Luchansky, Jesse	Tuition Rate	Spring Trimester	26
Mason, Joyce	Tuition Rate	Spring Trimester	26
Mattoon, Susan	Tuition Rate	Spring Trimester	26
McLaughlin, Hugh	Tuition Rate	Spring Trimester	26
Metzidis, Linda	Tuition Rate	Spring Trimester	26
Militante, Melba	Tuition Rate	Spring Trimester	26
Mims, A J	Tuition Rate	Spring Trimester	26
Nguyen, Ruby	Tuition Rate	Spring Trimester	26
Nichols, Carolyn	Tuition Rate	Spring Trimester	26
Parent, Wendy	Tuition Rate	Spring Trimester	26
Ramirez, Sandra	Tuition Rate	Spring Trimester	26
Rivera, Jose	Tuition Rate	Spring Trimester	26
Robinson, Dedre	Tuition Rate	Spring Trimester	26
Rosa, Steve	Tuition Rate	Spring Trimester	26
Rose, Rachel	Tuition Rate	Spring Trimester	26
Salins, Sandrella	Tuition Rate	Spring Trimester	26
Scheller, Jamie	Tuition Rate	Spring Trimester	26

Professional Experts  
April 8, 2014

Stallings, Sarah	Tuition Rate	Spring Trimester	26
Storti, Anna Marie	Tuition Rate	Spring Trimester	26
Stumpf, Susan	Tuition Rate	Spring Semester	26
TeGantvoort, Gweneth	Tuition Rate	Spring Trimester	26
Trousdale, Margaret	Tuition Rate	Spring Semester	26
Warner, Teresa	Tuition Rate	Spring Trimester	26
Wantland, Christina	Tuition Rate	Spring Trimester	26
Weidman, Candace	Tuition Rate	Spring Trimester	26
Yancy, Ramona	Tuition Rate	Spring Trimester	26
Zapata, Rodrigo	Tuition Rate	Spring Trimester	26

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** April 8, 2014  
**SUBJECT:** Hourly Personnel

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

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.d.1

Item No.

Hourly Personnel  
April 08, 2014

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Abbasher, Samar	SCE	Direct Instr Support – Assist in ESL Learning Center	04/23/14	06/30/14	TE A 4
Cardenas, Julean	FC	Clerical/Secretarial - PEER health educator; assist with special projects	04/21/14	05/23/14	TE A 3
Dement, Scott	FC	Tech/Paraprof - Athletic Program Assistant for Women's Soccer	04/09/14	06/30/14	TE H 4
Erickson, Scott	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	04/09/14	06/30/14	TE B 4
Esplin, Candace	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	04/09/14	06/30/14	TE B 4
Fronk, Justin	CC	Service/Maint - General assistance for campus Physical Plant	04/21/14	06/30/14	TE A 4
Hafenstine, Rez	FC	Non-Direct Instr Support - Assist in lab and stockroom daily operations	05/19/14	06/30/14	TE B 3
Palmer, Trevor	FC	Clerical/Secretarial – Assistance for Student Affairs Office	04/09/14	06/30/14	TE A 1
Rubio, Maximiliano	FC	Clerical/Secretarial - Assist in campus bookstore	04/23/14	06/30/14	TE A 1
Sanchez-Martinez, L.	FC	Clerical/Secretarial - Assistance for EOPS front desk	03/12/14	06/30/14	TE A 1
Sebo, Gloria	FC	Clerical/Secretarial - Assistance for EOPS front desk	04/09/14	05/30/14	TE A 3
Torres, Paulette	FC	Clerical/Secretarial - PEER health educator; assist with special projects	04/21/14	05/23/14	TE A 4
Villasenor, Rafael	FC	Service/Maint - Assist Campus Safety with various duties	06/01/14	06/30/14	TE B 4
Wilford, Kieona	FC	Clerical/Secretarial - PEER health educator; assist with special projects	04/21/14	05/23/14	TE A 3
Vazquez-Romero, K.	CC	Clerical/ Secretarial – Assist Chemistry Lab Technician in preparing labs	04/23/14	06/30/14	TE A 2
Zolnikov, Jonathon	FC	Clerical/Secretarial - PEER health educator; assist with special projects	04/21/14	05/23/14	TE A 3

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alvarez-Miller, Maria	FC	Medical - Clinical Psychologist for Health Services	04/21/14	05/23/14	ME D 4
Chela, Rashpal	FC	Medical - Nurse Practitioner for campus Health Center	04/21/14	05/23/14	ME C 4
Hackert, Amber	FC	Medical - Health Services Medical Assistant	04/21/14	05/23/14	ME B 1
Karimi, Ellie	FC	Medical - Clinical Psychologist for Health Services	04/21/14	05/23/14	ME D 4
Lewin, Michael	FC	Medical - Clinical Psychologist for Health Services	04/21/14	05/23/14	ME D 4



Hourly Personnel  
April 08, 2014

McNally, Kathleen	FC	Medical - Health Services Specialist (RN) for campus Health Services	04/21/14	05/23/14	ME B 4
Needham, Amanda	FC	Medical - Health Services Specialist (RN) for campus Health Services	04/21/14	05/23/14	ME B 4
Olivas, Daisy	FC	Medical - Health Services Specialist (RN) for campus Health Services	04/21/14	05/23/14	ME B 4
Stickney, Shirley	FC	Medical - Health Services Specialist (RN) for campus Health Services	04/21/14	05/23/14	ME B 4
Ullrich, Theresa	FC	Medical - Nurse Practitioner for campus Health Center	04/21/14	05/23/14	ME C 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alcazar, Elizabeth	CC	Direct Instr Support - Interpreter for hearing-impaired students	06/23/14	06/30/14	TE D 1
Alcazar, Elizabeth	CC	Direct Instr Support - Interpreter for hearing-impaired students	06/23/14	06/30/14	TE E 1
Dini, Azam	SCE	Direct Instr Supprt - Tutor for DSPTS students	04/28/14	06/25/14	TE A 2
Dunn, Samantha	SCE	Direct Instr Support - Tutor for DSPTS students	04/09/14	06/30/14	TE A 2
Head, Kandace	SCE	Direct Instr Support - Tutor for DSPTS students	04/28/14	06/25/14	TE B 2
Reeves, Charles	SCE	Direct Instr Support - Tutor for DSPTS students	04/21/14	06/25/14	TE A 3
Tseng, Anh	SCE	Direct Instr Support - Tutor in the Basic Skills Program	04/09/14	06/27/14	TE A 4
Vicari, Jason	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	04/09/14	06/30/14	TE A 4
Years, Justin	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	04/09/14	06/30/14	TE A 3

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Romo Sandoval, V.	SCE	Clerical/Secretarial - Substitute for Classified employee on leave	04/07/14	06/05/14	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Ding, Shih Hsuan	FC	Full-time Student – Clerical assistance for Student Affairs Office	04/01/14	06/30/14	TE A 1

Hourly Personnel  
 April 08, 2014

Duncan-Silva, J.	CC	Work Study - Assisting in the Transfer Center	06/13/14	06/27/14	TE A 1
Lanjewar, Kunal	FC	Work Study – Clerical assistance for International Student Center	04/01/14	06/30/14	TE A 1
Martin, Esmeralda	FC	Full-time Student - Tutor students in the campus Tutoring Center	03/19/14	06/30/14	TE A 3
Paredes, Heather	FC	Full-time Student - Tutor students in the campus Tutoring Center	03/19/14	06/30/14	TE A 3
Sayeski, Christopher	FC	Full-time Student - Assist Campus Safety department with various duties	04/07/14	06/30/14	TE B 4
Ung, Sok	FC	Full-time Student - Tutor students in the campus Tutoring Center	03/19/14	06/30/14	TE A 3
Zhu, Connie	FC	Work Study - Assisting in the Tutoring Center	02/05/14	06/30/14	TE A 4

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** April 8, 2014

**SUBJECT:** Volunteers

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

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

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

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

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

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

Irma Ramos

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

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

6.e.1

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

Volunteer Personnel  
April 8, 2014

VOLUNTEER PERSONNEL WITHOUT PAY

Name	Site	Program	Begin	End
Shimasaki, Kara	SCE	ESL Department - SHINE Program	04/02/2014	06/27/2014

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action  X

Resolution

DATE: April 8, 2014

Information

Enclosure(s)  X

SUBJECT: California Community College Trustees  
Board of Directors Election

**BACKGROUND:** The Board is asked yearly to vote to fill certain vacancies on the Board of Directors of the California Community College Trustees (CCCT). There are seven (7) three-year term vacancies on the board and one one-year (1) vacancy. Each member community college district board of the League shall have one vote for each of the eight vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The seven candidates who receive the most votes will serve three-year terms. The eighth top vote-getter will complete the term that was vacated by a CCCT member that did not seek re-election in her district last November. In the event of a tie vote for the last position to be filled, the CCCT Board of Directors will vote to break the tie.

Those who have been nominated for election to the board are listed on the attached copy of the ballot.

**How does this relate to the District-wide Strategic Plan?** Not applicable.

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

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

**RECOMMENDATION:** It is recommended that the Board mark its ballot for the California Community College Trustees Board of Directors election at this time. Official ballots must be returned to the League office, postmarked no later than April 25, 2014.

Ned Doffoney   
Recommended by

Approved for Submittal

7.a.1   
Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action   X  

Resolution           

DATE: April 8, 2014

Information           

Enclosure   X  

SUBJECT: Chapter 2, Board of Trustees  
Board Policy 2015, Student Members

**BACKGROUND:** Section 72023.5 of the Education Code mandates a yearly adoption of rules governing the privileges of student members of the Board of Trustees prior to May 15 of each year. In compliance with the Education Code, Board Policy 2015, Student Members, Section 6.0 states:

On or before May 15 of each year, the Board shall consider whether to afford the student member any of the privileges noted in this policy by reviewing it for re-adoption.

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

**How does this relate to Board Policy:** This item is in compliance with Board Policy 2015, Student Members.

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

**RECOMMENDATION:** It is recommended that the Board re-adopt Board Policy 2015, Student Members.

Ned Doffoney

Recommended by

Approved for Submittal

7.b.1

Item No.

## **BP 2015 Student Members**

Reference:

**Education Code Section 72023.5**

- 1.0 The Board shall include two student members to represent the students at large. The term of office shall be one year, commencing June 1. Student members are authorized to cast advisory votes only, which shall not be included in determining the vote required to carry any measure before the Board, but shall be recorded in the official minutes of the Board meeting. Advisory votes may not be cast on motions related to personnel and labor relations. Student members are expected to gather input and opinions from the students at large, as well as the Associated Students, on any relevant agenda items and provide such input to the Board of Trustees.
  
- 2.0 To be eligible for election as a student trustee, students must be residents of California at the time of nomination and during the term of service; must have completed 12 units at the college they seek to represent; shall be enrolled in and must maintain enrollment in a minimum of five (5) units at the college they represent at the time of nomination and throughout the term of service, and must maintain a minimum of a cumulative 2.0 grade point average. If, on the first day of each semester, or during the term of service, a student member fails to meet the criteria of this policy, the student member shall be disqualified for service on the Board. The student member is not required to give up employment with the District.
  - 2.1 These requirements apply to the spring and fall semesters only.
  
- 3.0 Student members shall be seated with the Board and shall be recognized as full members of the Board at meetings. Student members may not attend closed session. Student members are entitled to participate in discussion of issues and receive all materials presented to members of the Board (except for closed session). Student members shall be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.
  - 3.1 Student members may make or second open session motions, except motions underlying personnel and labor relations. Student members are encouraged to participate in the discussion of issues and agenda items in open session.
  
- 4.0 Student members who attend all Board meetings that they are legally allowed to attend shall receive 50 percent of the compensation afforded to other individual members of the Board of Trustees, pursuant to Education Code Section 72425. Any Board meetings missed by a student member shall result in a pro rata reduction in compensation for that month, except under the following condition: A student member may be paid for the first two meetings from which he/she is absent in a calendar year if the Board, by resolution adopted and included in its minutes, finds at the time of the meeting that the student member was ill, on jury duty, performing services outside the meeting for the District, or the absence is due to a hardship deemed acceptable by the Board.



## **BP 2015 Student Members**

- 5.0 The Board encourages participation of its student members in trustee-related conferences and activities and may approve reasonable expenses that fall within the guidelines of Board policies.
- 6.0 On or before May 15 of each year, the Board shall consider whether to afford the student member any of the privileges noted in this policy by reviewing it for readoption.

See Administrative Procedure 2015.

**Date of Adoption:** April 26, 2011  
April 27, 2010  
May 13, 2008  
May 8, 2007  
April 11, 2006  
June 24, 2003

**Date of Last Revision:** May 8, 2012  
January 27, 2009  
June 14, 2005  
April 13, 2004

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action   x    
Resolution \_\_\_\_\_  
**DATE:** April 8, 2014 Information \_\_\_\_\_  
Enclosure(s) \_\_\_\_\_  
**SUBJECT:** AB 2558 (Williams) - Community Colleges:  
Faculty and Staff Development

**BACKGROUND:** In 2011, the Board of Governors of the California Community Colleges initiated a year-long process to improve student success and outcome through the Student Success Task Force (SSTF). The SSTF concluded their findings with a series of recommendations designed to improve student success. Furthermore, in response to the recommendations, the California Community Colleges Chancellor's Office established a Professional Development Committee to identify strategies and ideas to revitalize professional development in the community college system. Consequentially, Assembly Bill 2558 is a direct result of recommendations made by both the SSTF and the Professional Development Committee and is being sponsored by the Board of Governors.

Assembly Bill 2558 updates professional development standards for the California Community Colleges system by eliminating the current Community College Faculty and Staff Development Fund and establishing the Community College Professional Development Program. The bill requires any available funding to be allocated, in accordance with rules and regulations adopted by the Board of Governors, to community college districts that provide professional development opportunities that are inclusive of all community college employees, which include faculty, classified, and administrative staff.

**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:** Not applicable

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

**RECOMMENDATION:** It is recommended that the Board of Trustees adopt Resolution No.13/14-16, In Support of Assembly Bill 2558, Community College Professional Development Program.

Ned Doffoney

Recommended by

Approved for Submittal

7.c.1

Item No.

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



**RESOLUTION NO. 13/14-16, In Support of AB2558,  
Community College Professional Development Program**

**WHEREAS** In the 2014-17 District-wide Strategic Plan of the North Orange County Community College District, District Strategic Direction 3 specifies that NOCCCD will annually improve the success rates of students; and

**WHEREAS** Ongoing professional development is a fundamental component of improving student success, and

**WHEREAS** Research has demonstrated that professional development of employees yield beneficial results to organizations and to employees, including employee retention, staff morale, district efficiency, job competency, and customer satisfaction, and

**WHEREAS** AB2558 updates professional development standards for the California Community Colleges system by eliminating the current Community College Faculty and Staff Development Fund and establishes the Community College Professional Development Program; and

**WHEREAS** the bill requires any available funding to be allocated, in accordance with rules and regulations adopted by the Board of Governors, to community college districts that provide professional development opportunities that are inclusive of all community college employees which include faculty, classified and administrative staff; and

**WHEREAS** the Student Success Task Force and the State Chancellor's Office Professional Development Committee identified strategies and ideas to revitalize professional development in the community college system; and

**WHEREAS** AB2558 authorizes the use of state money for professional development activities if it becomes available through the state budget; and

**WHEREAS** this bill proposes that the maximum funding requirement is removed and proposes that any additional funding made available through the state budget intended for the Community College Professional Development Program be allocated to the community college districts that provide professional development opportunities to both faculty and staff; and

**WHEREAS** the North Orange County Community College District will advocate for funds which become available due to a growing economy be directed to the Community College Professional Development Program.

**THEREFORE**, be it resolved that the Board of Trustees of the North Orange County Community College District, by passage of this resolution, expresses its full support of AB2558 (Williams), Community College Professional Development Program.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINING:**

**Date Adopted:** April 8, 2014

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Jeffrey P. Brown  
Board President

7.c.2  
Item No.