



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

**MEETING:** Regular Meeting in May 2018

**DATE:** Tuesday, May 8, 2018, 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 the 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. The Board reserves the right to change the order of the agenda items as the need arises.

**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 & 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**
  - \* **District Leadership Academy Presentation**  
**By: Cheryl Marshall, Chancellor, and Amita Suhrid, District Director, Professional Development**
- g. **Comments:**
  - College Presidents/Provost**
  - Resource Table Personnel**
  - Members of the Board of Trustees**

- h. **Approval of Minutes of the Regular Meeting of April 24, 2018.**
- i. **CLOSED SESSION: Per the following sections of the Government Code:  
Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.  
  
Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.**

### 3. **FINANCE & FACILITIES**

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] It is recommended that the Board authorize the request for the 2017-2018 General Fund transfers and adoption of the resolution showing the summary. **(The Resolution is available for review in the District's Business Office.)**
- c. It is recommended that the Board receive the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended March 31, 2018.
- d. It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended March 31, 2018, as required by §58310 of Title 5.
- [e] It is recommended that the Board authorize the request to use the Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.
- [f] It is recommended that the Board reject the submitted bid for the sale of Property APN: 033-083-32 and 033-083-33.
- [g] It is recommended that the Board approve the request to award Bid #1718-25, Theater Lighting Equipment for Cypress College, to Acey Decy Equipment Co. as the lowest overall responsive and responsible bidder.
- [h] It is recommended that the Board approve the request for the implementation, support, and maintenance agreement with Modo Labs.
- [i] It is recommended that the Board authorize the request to acquire Oracle GoldenGate software.
- [j] It is recommended that the Board authorize the request to increase the daily parking fee from \$2 to \$3, and increase the Cypress College and Fullerton College semester parking fee and the NOCE semi-annual permit fee from \$35 to \$40, beginning in the Fall 2018 semester.

#### 4. **INSTRUCTIONAL RESOURCES**

- [a] Authorization is requested to accept new funding of \$864,575 to implement the Guided Pathways Multi-year Plans.
- [b] Authorization is requested to accept new funding of \$73,806 to provide services and support to prevent and address sexual harassment, including sexual violence, involving a student, both on and off campus in the 2017-2018 fiscal year.
- [c] It is recommended that the Board approve the summary of curriculum changes for Cypress College, to be effective Fall 2018.
- [d] Authorization is requested to accept new funding of \$92,000, in compliance with the Supply Chain Multi Regional Projects in Common proposal, for use beginning January 15, 2018 through January 15, 2019.
- e. It is recommended that the Board receive as information the Strategic Partner Agreement between the University of Redlands and Fullerton College/NOCCCD.

#### 5. **HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:
  - Change in Retirement Date
  - Phase-In Retirements
  - Resignation
  - New Personnel
  - Extension of Temporary Management Contracts
  - Change in Salary Classification
  - Additional Duty Days @ Per Diem
  - Leaves of Absence
  - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:
  - Change in Retirement Date
  - Probationary Release
  - New Personnel
  - Promotion
  - Voluntary Changes in Assignment
  - Leaves of Absence
- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.

**6. GENERAL**

- a. It is recommended that the Board re-adopt Board Policy 6320, Investments.
- b. It is recommended that the Board consider whether an increase to compensation for Board members is desirable at this time.
- c. It is recommended that the Board adopt Resolutions No. 17/18-15 and No. 17/18-16, Order of Biennial Trustee Election and Specifications of the Election Orders, and that the resolutions be submitted to the Orange County Superintendent of Schools and the Los Angeles Registrar/Recorder County Clerk.

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** May 8, 2018 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
**SUBJECT:** Ratification of Purchase Orders and Checks Enclosure(s) X

**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 P0117740 - P0123601, check numbers C0047217 – C0047407; F0221629 – F0223593; Q0006001 – Q0006003; 88474712 – 88476023; V0031514 – V0031529; 70086424 – 70087752; disbursements E8735369 – E8737965; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the 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 P0117740 – P0123601 through April 11, 2018, totaling \$3,195,174.50, and check numbers C0047217 – C0047407, totaling \$103,473.35; check numbers F0221629 – F0223593, totaling \$767,278.85; check numbers Q0006001 – Q0006003, totaling \$320.00; check numbers 88474712 – 88476023, totaling \$3,813,544.33; check numbers V0031514 – V0031529, totaling \$8,186.77; check numbers 70086424 – 70087752, totaling \$267,369.22; and disbursements E8735369 – E8737965, totaling \$3,109,568.92 through March 31, 2018.

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

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

3.a  
\_\_\_\_\_  
Item No.



PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122604	Dynamic Systems Inc	\$ 933.12		AC	Software Subscription Renewal
P0122605	SolarWinds Inc	\$ 1,015.00		AC	Software Support
P0122606	Sidepath Inc	\$ 442.81		CC	Computer Monitor
P0122607	Global Equipment Co	\$ 144.33		FC	Chair
P0122608	Nasco Modesto	\$ 141.53		NOCE	Instructional Supplies
P0122609	Drew & Associates	\$ 5,685.00		AC	Consultant for Strong Workforce Planning
P0122610	Drew & Associates	\$ 5,200.00		AC	Consultant for Strong Workforce Planning
P0122612	Association of Community College Trustees	\$ 4,000.00		AC	District Board Retreat Facilitator
P0122613	Fisher Scientific Co LLC	\$ 666.44		CC	Lab Supplies
P0122614	Sasco Electric	\$ 1,900.00		CC	Computer Data Cable Installation
P0122615	La Habra Fence Co Inc	\$ 42,956.00		CC	Softball Field Fence Installation
P0122616	A Alvarado Painting	\$ 20,500.00	Capital Outlay	AC	Pressure Wash Bridge and Ramp Floors @ FC
P0122617	Signature Flooring Inc	\$ 4,672.20	Capital Outlay	AC	Installation of New Carpet @ FC
P0122618	R2A Architecture	\$ 23,496.00	Capital Outlay	AC	Equipment Anchoring at FC
P0122619	Aerial Media Pros	\$ 7,001.61		CC	Software
P0122620	Apple Computer Inc	\$ 4,888.25		FC	Computer
P0122621	Allied Electronics Inc	\$ 136.07		CC	Lab Supplies
P0122622	Apple Computer Inc	\$ 56,127.24		FC	(26) Computers
P0122623	Apple Computer Inc	\$ 4,656.36		FC	Computer Accessories
P0122624	Apple Computer Inc	\$ 1,780.72		FC	Computer
P0122625	Cynmar Corporation	\$ 500.00		CC	Blanket Order for Lab Supplies
P0122626	Luis Giraldo	\$ 1,700.00		AC	Guest Speaker for Diversity Training
P0122627	Love and Logic Institute Inc	\$ 3,267.16		NOCE	Textbooks
P0122628	Office Depot	\$ 2,500.00		CC	Blanket Order for Office Supplies
P0122630	GST	\$ 59,141.34	Capital Outlay	FC	Computer Lab Servers
P0122631	CDW Government Inc	\$ 116.37		FC	Computer Components
P0122632	GST	\$ 816.94		FC	Computer
P0122652	Jeanette Rodriguez	\$ 190.00		FC	Reimbursement for Field Trip Allowance Per Day
P0122653	Zoom Video Communication Inc	\$ 1,800.00		FC	Subscription Maintenance Renewal
P0122654	Mitchell 1	\$ 1,453.55		FC	Software Subscription
P0122655	Angela Nagao	\$ 3,500.00		CC	Guest Speaker for the President's Office
P0122656	iT1 Source LLC	\$ 107.75		NOCE	Office Supplies
P0122657	Quark Enterprises Inc	\$ 114.48		CC	Lab Supplies
P0122658	Nossaman LLP	\$ 153,000.00		AC	Consultant for Legislative Advocacy Services B/A: 2/13/18
P0122659	CDW Government Inc	\$ 86.33		NOCE	Software License
P0122660	The College Board	\$ 20,001.30		FC	Software License
P0122661	Jeanette Rodriguez	\$ 543.00		FC	Reimbursement for Field Trip Expenses
P0122662	Sodexo Inc and Affiliates	\$ 199.06		FC	Software License
P0122663	Collins Company	\$ 276.60		FC	Athletic Supplies
P0122664	The Gallup Organization	\$ 4,995.00		FC	Software License
P0122665	Economic Modeling LLC	\$ 13,500.00		FC	Software Subscription Renewal
P0122667	Fire Safety First	\$ 2,220.00		AC	Fire Sprinkler Repair
P0122668	Brea Signs & Graphics Inc	\$ 318.26		FC	Banner Repairs
P0122669	Danny Ortega	\$ 1,108.75		CC	Reimbursement for Automotive Repairs
P0122670	Sidepath Inc	\$ 948.93		CC	Computer
P0122671	CDW Government Inc	\$ 2,350.70		CC	Computer
P0122672	Refrigeration Unltd Inc	\$ 364.44		FC	Ice Machine Repairs
P0122673	GST	\$ 1,596.74		FC	Computer
P0122674	Professional Sports Publications Inc	\$ 3,000.00		FC	Advertising Fees for the Communications Department
P0122675	WMFY We Mail For You	\$ 2,730.00		NOCE	2018 NOCE Spring Class Schedule Mailer

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122676	Geotechnical Solutions Inc	\$ 25,000.00	Bond	AC	Geotechnical Engineering Services for Parking 5 Expansion @ CC
P0122677	Garuda Promo and Branding Solutions	\$ 272.26		FC	Promotional Materials
P0122678	Adorama	\$ 1,609.79		FC	Cameras for the Theatre Arts Department
P0122679	Callahan Automotive Information Systems	\$ 156.24		CC	Publication Materials
P0122680	Amazon Business	\$ 53.86		CC	Lab Supplies
P0122681	Amazon Business	\$ 459.72		CC	Lab Supplies
P0122682	Day Construction Inspection	\$ 24,750.00	Bond	AC	Inspection Services for Parking Lot 5 Expansion @ CC
P0122683	Refrigeration Supplies Distributor	\$ 600.00		CC	Blanket Order for HVAC Supplies
P0122684	C & A Safety Consultants	\$ 1,582.11		AC	Safety Training
P0122703	S&S Worldwide	\$ 128.65		NOCE	Instructional Supplies
P0122704	ACEN	\$ 1,000.00		CC	Accreditation Site Visit Fee
P0122705	ACE Business Machines Inc	\$ 1,152.30		NOCE	Portable Electric Coin Counter
P0122706	Amazon Business	\$ 378.63		CC	Classroom Equipment
P0122708	Fire Safety First	\$ 6,220.00		AC	Fire Sprinkler Pump Repair
P0122709	Sodexo Inc and Affiliates	\$ 532.26		AC	Catering for District Diversity Workshop
P0122710	Pearson VUE	\$ 2,755.00		NOCE	Practice Exam Vouchers
P0122711	Amazon Business	\$ 703.09		NOCE	Textbooks
P0122720	Source Graphics	\$ 7,179.39		FC	3D Printers for the Art Department
P0122721	Teamsynced	\$ 2,502.00		FC	Software License
P0122722	The Lost Art LLC	\$ 158.00		AC	Bee Removal Services
P0122723	MDRICH Consulting Inc	\$ 3,000.00		CC	Consulting Services and Presentation for Student Equity Plan
P0122724	Home Depot	\$ 1,256.48		FC	Classroom Supplies
P0122725	Corporate Business Interiors Inc	\$ 426.97		CC	Furniture Installation for the Learning Center
P0122726	Allsteel Inc	\$ 2,237.28		CC	Tables
P0122727	Sodexo Inc and Affiliates	\$ 185.87		FC	Catering for MAS Conference Training
P0122728	Sodexo Inc and Affiliates	\$ 696.07		FC	Catering for MAS Conference Recap & Recognition
P0122729	Global Equipment Co	\$ 4,088.15		FC	Chairs
P0122730	Amazon Business	\$ 472.15		CC	Facilities Supplies
P0122731	Amazon Business	\$ 124.63		NOCE	Instructional Materials
P0122732	Amazon Business	\$ 45.19		NOCE	Instructional Materials
P0122733	Livescribe Inc	\$ 292.94		CC	Office Supplies
P0122734	Variable Speed Solutions Inc	\$ 645.00		AC	Electrical Repair Services
P0122735	GST	\$ 318.40		FC	Computer Monitor
P0122736	Case & Sons Construction Inc	\$ 8,636.00	Capital Outlay	AC	Drinking Fountain Installation @ FC
P0122737	Plumbing & Industrial Supply	\$ 3,016.34	Capital Outlay	AC	Drinking Fountain Installation @ FC
P0122755	Amazon Business	\$ 32.61		NOCE	Textbooks
P0122756	Fisher Scientific Co LLC	\$ 157.87		CC	Lab Supplies
P0122757	African American Male Education Network and Develop	\$ 3,600.00		CC	Student Registration Fees for A2MEND Conference
P0122758	Provantage	\$ 4,176.04	Capital Outlay	FC	Power Supply for Computers
P0122759	Fisher Scientific Co LLC	\$ 634.21		FC	Lab Supplies
P0122760	PBS	\$ 100.00		FC	Blanket Order for Documentary Dvds
P0122761	Lynde-Ordway Co Inc	\$ 2,742.24		CC	Printer Repair
P0122762	Variable Speed Solutions Inc	\$ 6,963.00		CC	Electrical Motor Replacement
P0122763	Advanced Technologies Consultants	\$ 4,500.00		FC	Blanket Order for 3D Printing Supplies
P0122764	Safari Books Online LLC	\$ 798.00		AC	Subscription License Renewal
P0122765	JM & J Contractors	\$ 3,500.00		FC	Wall and Door Repair
P0122766	Apple Computer Inc	\$ 4,083.68		CC	Computer
P0122767	Friends Church Yorba Linda	\$ 150.00		NOCE	Facility Rental Agreement for Graduation Rehearsal
P0122768	Education Management Solutions LLC	\$ 36,232.01		CC	Nursing Skills Lab Equipment
P0122769	Utility Composites Inc	\$ 353.92		FC	Classroom Supplies



PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122770	Sodexo Inc and Affiliates	\$ 33.40		FC	Catering for CBEST/CSET Workshop Event
P0122771	Fast Signs	\$ 2,149.62		FC	Marketing Materials
P0122772	Amazon Business	\$ 538.74		CC	Facilities Supplies
P0122773	Simplify3D LLC	\$ 2,260.00		FC	Software
P0122774	Ganahl Lumber Co	\$ 3,293.32		FC	Lumber
P0122775	ePlastics	\$ 336.75		CC	Instructional Materials
P0122776	Juana Mora	\$ 1,000.00		AC	Presenter for District Diversity Workshop
P0122779	Nguyen Vu	\$ 59.45		CC	Book Reimbursement for EOPS Student
P0122780	CN School and Office Solutions Inc	\$ 335.67		FC	Chair
P0122781	Masterstudies AS	\$ 2,820.48		CC	License Subscription Renewal
P0122799	Careeramerica LLC	\$ 11,250.00		FC	Financial Aid Promotional Video Services
P0122800	Natasha Salvatierra	\$ 22.13		FC	Reimbursement for Math Course Materials
P0122801	Maria Chelo	\$ 91.58		FC	Reimbursement for Course Materials
P0122803	Briana Corona	\$ 49.00		FC	Reimbursement for Student Parking and Health Fees
P0122804	Chelsea Thurman	\$ 90.00		FC	Reimbursement for Course Textbook
P0122805	Ideal Lighting Supply Inc	\$ 53,536.87	Bond	AC	LED Light Fixtures for Parking Lot 5 @ CC
P0122806	Source Graphics	\$ 9,278.36		FC	Printers
P0122807	International E-Z Up Inc	\$ 776.94		FC	Canopy for the Academic Support Center
P0122808	Real Mex Restaurants	\$ 664.13		CC	Catering for EOPS University Tour Field Trip
P0122809	Aramark Services Inc	\$ 484.88		CC	Catering for EOPS University Visit to CSUF Field Trip
P0122810	Hampton Inn	\$ 2,404.34		CC	Hotel Fees for EOPS University Tour Field Trip
P0122811	Nancy Prim	\$ 180.00		FC	Student Reimbursement for Course Required Textbook
P0122812	Sodexo Inc and Affiliates	\$ 63.04		FC	Catering for the FC Re-Entry Connect Event
P0122813	Case & Sons Construction Inc	\$ 6,062.00	Capital Outlay	AC	Repair & Re-Install Drinking Fountains @ FC
P0122814	Denoyer Geppert Science Company	\$ 296.33		CC	Lab Supplies
P0122815	World Book Inc	\$ 968.68		CC	Textbooks
P0122816	Henry Schein Inc	\$ 5,956.85		CC	Office Supplies
P0122819	Lakeshore Learning Materials	\$ 1,077.89		NOCE	Instructional Supplies
P0122820	VWR Funding Inc	\$ 849.16		CC	Lab Supplies
P0122821	Office Depot	\$ 1,000.00		CC	Blanket Order for Supplies
P0122822	Sodexo Inc and Affiliates	\$ 536.07		AC	Catering for District Diversity Workshop
P0122823	Case & Sons Construction Inc	\$ 7,624.00	Capital Outlay	AC	Labor to Install New Drinking Fountain @ FC
P0122824	Computerland of Silicon Valley	\$ 567.00		AC	Software
P0122825	Fisher Scientific Co LLC	\$ 325.45		CC	Lab Supplies
P0122826	Sodexo Inc and Affiliates	\$ 332.28		FC	Catering for Pathway Transformation Initiative
P0122827	Brea Towing Service LLC	\$ 1,000.00		FC	Towing Services for the Automotive Technology Dept.
P0122828	Chefs Toys - Accusharp	\$ 3,857.45		CC	Meat Slicer for the Culinary Arts Department
P0122829	Chefs Toys - Accusharp	\$ 3,862.80		CC	Kitchen Appliances for the Culinary Arts Dept.
P0122830	Amazon Business	\$ 78.33		CC	Lab Supplies
P0122831	Amazon Business	\$ 408.85		NOCE	Instructional Supplies
P0122832	JT Print It	\$ 396.35		FC	Promotional Materials
P0122833	Print Technology Solutions	\$ 484.89		FC	Promotional Materials
P0122834	Vernier Software & Technology	\$ 5,187.71		FC	Lab Supplies
P0122835	Garden Grove Chamber of Commerce	\$ 30.00		CC	Membership Fees
P0122836	Office Depot	\$ 5,139.14		CC	Graphing Calculators for the Library
P0122837	Transportation Charter Services Inc	\$ 4,650.00		CC	Transportation Fees for Puente Program Field Trip
P0122838	AG Entertainment	\$ 200.00		AC	Fundraiser Performers for District Diversity Event
P0122839	3 Day Blinds Corporation	\$ 1,222.06		FC	Window Shades for the Photography Department
P0122840	Charles Gray	\$ 250.00		CC	Guest Speaker for the Media Arts and Design Dept.
P0122841	Fullerton College	\$ 630.00		FC	Spring 2018 CARE Student Parking Permit Fees

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122842	Fullerton College	\$ 309.50		FC	Spring 2018 CARE Campus Fees
P0122843	Scrip-safe Security Products Inc	\$ 750.00		CC	Maintenance and Support Renewal
P0122844	Fullerton College	\$ 437.00		FC	Spring 2018 CARE Student Health Fees
P0122845	Amazon Business	\$ 217.94		CC	Instructional Supplies
P0122846	Parco scientific Company	\$ 1,185.25		CC	Lab Supplies
P0122847	Hexagon Metrology Inc	\$ 9,000.00		FC	Software Renewal
P0122848	VWR Funding Inc	\$ 2,532.40		CC	Lab Supplies
P0122850	Sodexo Inc and Affiliates	\$ 33.40		FC	Catering for Careers in Education Panel
P0122851	United Rentals	\$ 5,000.00		FC	Blanket Order for Heavy Equipment Rental
P0122852	Sodexo Inc and Affiliates	\$ 153.01		FC	Catering for Career Builder Speaker Series
P0122853	Sodexo Inc and Affiliates	\$ 2,471.76		FC	Catering for CARE Workshop and Kick-Off Conference
P0122854	Pilar Ellis	\$ 365.03		FC	Reimbursement for Field Trip Zoo Admission & Lunch
P0122855	Amazon Business	\$ 193.38		CC	Lab Supplies
P0122856	Drone Nerds Inc	\$ 4,715.15		CC	Camera Equipment
P0122857	B & H Photo Video Inc	\$ 35,494.49		CC	Camera Equipment
P0122858	Konica Minolta Business Solutions USA Inc	\$ 600.00		CC	Blanket Order for Copier Repairs
P0122859	B & H Photo Video Inc	\$ 938.82		FC	Drone for Career Technical Education
P0122860	Sodexo Inc and Affiliates	\$ 79.67		FC	Catering for International Club
P0122861	BC Wire Rope & Rigging	\$ 49.76		FC	Instructional Supplies
P0122877	Sodexo Inc and Affiliates	\$ 193.92		FC	Catering for the African American Forum
P0122878	Jeanne Herrera	\$ 114.45		FC	CARE Student Textbook Reimbursement
P0122879	iT1 Source LLC	\$ 8.59		NOCE	Office Supplies
P0122880	GST	\$ 2,808.00		NOCE	Software
P0122881	Office Depot	\$ 2,500.00		CC	Blanket Order for Office Supplies
P0122882	Omar Mawazini	\$ 49.00		FC	Reimbursement for School Fees
P0122883	Hoist Service Inc	\$ 313.13		CC	Facilities Equipment Repair
P0122884	Jesse Barker	\$ 19.00		FC	Reimbursement for Student Health Fees
P0122885	LVH Entertainment Systems	\$ 2,500.00		FC	Inspection of Rigging System for the Theatre Dept.
P0122886	Ratex Business Solutions Inc	\$ 2,979.75		FC	Software Maintenance for Bookstore POS System
P0122887	Francis Pargett	\$ 1,881.46		AC	Reimbursement for HR Court Case
P0122888	Amazon Business	\$ 48.37		FC	Textbooks
P0122889	Amazon Business	\$ 298.02		FC	Instructional Supplies
P0122890	Jesse Barker	\$ 66.83		FC	Reimbursement for Course Materials
P0122891	Scantron Corporation	\$ 250.00		FC	Blanket Order for Scantron Supplies
P0122892	Best Western Carpinteria Motor Inn Inc	\$ 2,470.97		FC	Hotel Accommodation Fees for University Field Trip
P0122893	Conceptual Marketing	\$ 5,934.34		FC	Marketing Materials
P0122894	Home Depot	\$ 929.79		FC	Instructional Supplies
P0122895	Hoist Service Inc	\$ 350.00		FC	Blanket Order for Automotive Equipment Repairs
P0122896	Pioneer Manufacturing Company	\$ 3,000.00		FC	Blanket Order for Athletic Supplies
P0122897	Vernier Software & Technology	\$ 136.29		FC	Lab Supplies
P0122921	I-CAR	\$ 600.00		CC	License Renewal
P0122922	Microsoft Corporation	\$ 6,465.00		CC	Software License
P0122923	Sasco Electric	\$ 4,658.47		FC	Computer Data Cable Installation
P0122924	GST	\$ 9,152.66		FC	Software Subscription Renewal
P0122925	Emma Inc	\$ 6,842.00		CC	Software Subscription Renewal
P0122926	GST	\$ 2,970.87		FC	Computers
P0122927	Kuder Inc	\$ 10,297.00		FC	Software License
P0122928	Goodwill Industries of Orange County	\$ 20,000.00		FC	Blanket Order for Sign Language Services
P0122929	Deborah Frichman	\$ 250.00		CC	Guest Speaker for the Diversity in Film Symposium
P0122930	Vanessa Gonzalez	\$ 52.50		FC	Reimbursement for Student Fees

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122931	Audrey Taplin	\$ 359.59		FC	CARE Student Auto Maintenance Reimbursement
P0122932	Jennifer Reilly	\$ 75.13		FC	CARE Student Textbook Reimbursement
P0122933	Transportation Charter Services Inc	\$ 840.00		FC	Bus Transportation for the Men's Volleyball Team
P0122934	GST	\$ 1,128.09		FC	Computer
P0122935	Competitive Aquatic Supply Inc	\$ 370.76		FC	Athletic Uniforms
P0122936	Sodexo Inc and Affiliates	\$ 532.91		FC	Catering for the Jump Start Program
P0122937	Kollege Town Sports	\$ 2,359.89		FC	Marketing Materials
P0122947	Smart & Final	\$ 200.00		FC	Blanket Order for Laundry Supplies
P0122948	Transportation Charter Services Inc	\$ 495.00		FC	Transportation Fees for the Special Programs Dept.
P0122949	Print Technology Solutions	\$ 290.94		FC	Promotional Materials
P0122950	Rain valdez	\$ 250.00		CC	Guest Speaker for the Diversity in Film Symposium
P0122951	Julie Cyhaniuk	\$ 100.00		FC	Honorarium
P0122952	B & H Photo Video Inc	\$ 473.67		FC	Instructional Supplies
P0122953	J W Pepper of Los Angeles	\$ 1,790.00		FC	Blanket Order for Music Materials
P0122954	B & H Photo Video Inc	\$ 4,433.37		FC	Office Supplies
P0122957	Southwestern Bag Co LP	\$ 734.42		FC	Office Supplies
P0122958	Jonathan Becker	\$ 1,479.38		FC	Instructional Material
P0122959	City of Yorba Linda	\$ 326.96		FC	Security Fee for Home Football Game
P0122960	EMC/Paradigm Publishing	\$ 52.81		NOCE	Textbooks
P0122961	ATI	\$ 57.65		NOCE	Publication Materials
P0122962	Amazon Business	\$ 283.45		NOCE	Textbooks
P0122963	Eliivate	\$ 602.10		NOCE	Instructional Supplies
P0122964	WMFY We Mail For You	\$ 1,700.00		AC	Printing & Mailing Services
P0122965	Sodexo Inc and Affiliates	\$ 100.18		FC	Catering for Project RAISE Event
P0122966	4imprint Inc	\$ 604.57		AC	Promotional Materials
P0122967	S&S Worldwide	\$ 233.63		NOCE	Instructional Supplies
P0122968	Print Technology Solutions	\$ 326.49		FC	Marketing Materials
P0122969	Cal Pro Specialties	\$ 3,768.26		FC	Promotional Materials
P0122970	iT1 Source LLC	\$ 6,290.45		AC	Computer Display Monitor
P0122971	Peter Andrews	\$ 250.00		CC	Guest Speaker for Diversity in Film Symposium
P0122972	Print Technology Solutions	\$ 303.35		FC	Promotional Materials
P0122973	Yicel Hernandez	\$ 49.00		FC	Reimbursement for Student Fees
P0122974	Encore Data Products Inc	\$ 2,907.10		NOCE	Translation Headsets
P0122975	Aadiyyah Thomas	\$ 19.00		FC	Reimbursement for Student Fees
P0122976	Carmen Molina	\$ 49.00		FC	Reimbursement for Student Fees
P0122977	Jasmin Garcia	\$ 49.00		FC	Reimbursement for Student Fees
P0122978	Matthew Nieves	\$ 49.00		FC	Reimbursement for Student Fees
P0122979	Maria Chelo	\$ 49.00		FC	Reimbursement for Student Fees
P0122980	Pro1 Apparel	\$ 1,400.76		FC	Athletic Uniforms
P0122981	Buddy's All Stars, Inc.	\$ 4,151.66		FC	Athletic Uniforms
P0122982	Carlos Jimenez	\$ 300.00		FC	Guest Speaker for Ethnic Studies Dept.
P0122983	Amazon Business	\$ 396.36		FC	Textbooks
P0122984	Civic Research Institute	\$ 93.48		CC	Subscription Renewal
P0122985	Sign A Rama	\$ 152.93		FC	Classroom Supplies
P0122986	US Bank	\$ 880.00		AC	Administration Fees
P0122987	ARC Document Solutions LLC	\$ 990.00	Capital Outlay	AC	SkySite Facilities & Archive Fees @ AC
P0122988	Vesselka Kazachka	\$ 250.00		CC	Guest Speaker for the Diversity in Film Symposium
P0122989	Baneza Hernandez	\$ 263.89		FC	CARE School/Automotive Supplies Reimbursement
P0122990	Nasco Modesto	\$ 584.26		NOCE	Instructional Supplies
P0122991	Vavrinek, Trine, Day & Co., LLP	\$ 5,650.00		AC	Bond Performance Audit B/A: 4/10/16



PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123050	Lakeshore Learning Materials	\$ 362.18		FC	Instructional Supplies
P0123051	Amazon Business	\$ 205.82		NOCE	Instructional Supplies
P0123052	Pearson VUE	\$ 2,925.00		CC	Software License
P0123053	Outdoor Sign Systems Inc	\$ 5,021.44		FC	Wall Plaque for the Baseball Team
P0123054	Canyon Catering & Events Inc	\$ 348.84		NOCE	Catering for Campus Welcoming Event
P0123055	Ariana Riedel	\$ 31.00		FC	Reimbursement for Student Fees
P0123056	Francisco Gonzalez	\$ 34.50		FC	Reimbursement for Student Fees
P0123057	Mariesha Islas	\$ 61.00		FC	Reimbursement for Student Fees
P0123058	Nancy Prim	\$ 61.00		FC	Reimbursement for Student Fees
P0123059	Nicole Tan	\$ 64.50		FC	Reimbursement for Student Fees
P0123061	American Printing & Promotions	\$ 1,800.87		CC	Promotional Supplies
P0123062	PPC Air Conditioning Inc	\$ 21,707.00	Capital Outlay	CC	Fire Hydrant Repair @ CC
P0123063	GST	\$ 67,936.38		FC	Computers for New Computer Lab
P0123064	Dick Blick Co	\$ 186.23		NOCE	Instructional Supplies
P0123065	Home Depot	\$ 429.93		CC	Facilities Supplies
P0123066	Mirza Lopez Zepeda	\$ 31.00		FC	Reimbursement for Student Fees
P0123067	Brian Morrisette	\$ 61.00		FC	Reimbursement for Student Fees
P0123080	Transportation Charter Services Inc	\$ 845.00		FC	Transportation Fees for International Student Dept.
P0123081	Sodexo Inc and Affiliates	\$ 35.56		FC	Catering for Re-entry Connect Program
P0123082	Heidelberg USA Inc.	\$ 277.74		FC	Office Supplies
P0123083	Cal Pro Specialties	\$ 302.28		NOCE	Promotional Materials
P0123084	MSC Industrial Supply Co Inc	\$ 3,770.40		FC	Instructional Materials
P0123085	Printing Industries Association Inc	\$ 1,000.00		NOCE	Graphics Night Event Fee
P0123086	Zenash Tsegaye	\$ 2,000.00		FC	Guest Performer for Fullerton College Artisan Music Event
P0123087	Jason Trimble	\$ 500.00		FC	Guest Performer as Music Dept. Clinic Musician Event
P0123088	Midwest Medical Supply Co LLC	\$ 183.95		CC	Lab Supplies
P0123089	Pearson VUE	\$ 2,500.00		CC	Guest Speaker for the Art Department
P0123090	Elisabeth Congdon	\$ 5,000.00		FC	Guest Speaker for the Art Department
P0123091	Diversified Business Services	\$ 3,750.44		FC	Ceremony Sashes for the Educational Opportunity Program Dept.
P0123092	Island Advertising Specialties	\$ 2,202.31		FC	Medals for 2018 Recognition Ceremony
P0123093	Anaheim Union High School District	\$ 1,242.00		FC	Transportation Fees for the College Prep Event
P0123094	Chefs Toys - Accusharp	\$ 2,426.54		CC	Lab Supplies
P0123095	Plaquemaker.com	\$ 711.15		FC	Commencement Retirees Gifts
P0123097	Enviser	\$ 10,046.00	Capital Outlay	AC	Replacement of Damaged Compressor Bldg. 3000 @ FC
P0123098	Alonti Cafe & Catering	\$ 991.48		NOCE	Catering for Faculty Training Event
P0123099	Jostens	\$ 6.45		FC	Diplomas for the Admissions and Records Department
P0123100	GST	\$ 1,036.12		FC	Computer Components
P0123101	Uline Inc	\$ 114.74		FC	Office Supplies
P0123102	GST	\$ 485.56		FC	Document Scanner
P0123103	Melisa Morales Gomez	\$ 52.03		NOCE	Office Supplies
P0123104	iT1 Source LLC	\$ 1,123.81		NOCE	Computer
P0123105	California Compressor Inc	\$ 913.46		FC	Instructional Equipment
P0123106	Demco Inc	\$ 315.41		FC	Office Supplies
P0123108	GI Energy	\$ 19,764.51	Capital Outlay	AC	Repair Central Plant Cogen @ CC
P0123109	Stephanie Paramore	\$ 360.02		NOCE	Reimbursement for FastTrack Event
P0123110	Kodo Kids LLC	\$ 64.27		FC	Instructional Supplies
P0123113	Sodexo Inc and Affiliates	\$ 526.33		FC	Catering for the Learning Resources Program
P0123114	Rodriguez Engineering Inc	\$ 16,500.00	Capital Outlay	FC	Structural Engineering Repair Horticulture Greenhouse @ FC
P0123115	Broadcast Music Inc	\$ 2,418.38		CC	Broadcasting Fees for Cypress College
P0123117	Jeffrey Samano	\$ 328.00		FC	Reimbursement for Field Trip to CSULB

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123118	Jeanette Rodriguez	\$ 468.00		FC	Reimbursement for Field Trip to CSULB
P0123119	Jeanette Rodriguez	\$ 1,432.90		FC	Reimbursement for Field to Trip Fresno State Univ.
P0123121	The Container Store Inc	\$ 90.43		CC	Office Supplies
P0123122	April Riley	\$ 650.00		CC	Guest Speaker for CBEST English Training
P0123123	Nth Generation Computing Inc	\$ 323.00		NOCE	Software Support
P0123124	Donald Salcedo	\$ 300.00		FC	Guest Speaker for Social Sciences Event
P0123136	Oak Hall Ind	\$ 144.40		NOCE	Graduation Supplies
P0123137	Amazon Business	\$ 361.98		FC	Computer Supplies
P0123138	Case & Sons Construction Inc	\$ 37,250.00	Capital Outlay	AC	Painting Apartments and Smoke Alarm Installation Project @ FC
P0123139	Amazon Business	\$ 346.87		SCE	Textbooks
P0123140	ASCAP	\$ 7,575.03		CC	License Fees
P0123141	Amazon Business	\$ 144.91		NOCE	Textbooks
P0123142	Global Equipment Co	\$ 16,352.57		FC	Chairs
P0123143	Community College League of California	\$ 960.50		FC	License Subscription Renewal
P0123144	Alonti Cafe & Catering	\$ 991.48		NOCE	Catering for Faculty Training Event
P0123145	Anaheim Union High School District	\$ 1,898.43		NOCE	Custodial Fees for Adult Educational Block Grant Program
P0123148	Teradek LLC	\$ 3,233.60		FC	Instructional Equipment
P0123149	MSC Industrial Supply Co Inc	\$ 20,977.20		FC	Instructional Equipment
P0123150	Longacre Racing	\$ 23,303.25		CC	Instructional Supplies
P0123151	Jostens	\$ 6.65		FC	Diplomas for the Admissions and Records Department
P0123152	Rogers Athletic Co	\$ 2,126.67		FC	Athletic Equipment
P0123153	Cone Instruments LLC	\$ 150.76		CC	Lab Supplies
P0123154	BSN Sports LLC	\$ 2,971.91		FC	Athletic Uniforms
P0123155	VWR Funding Inc	\$ 2,700.38		CC	Lab Equipment
P0123156	Sodexo Inc and Affiliates	\$ 620.64		FC	Catering for Spring 2018 Info Booths
P0123157	Trend Offset Printing Services Inc	\$ 4,001.84		AC	Publication Materials
P0123158	Varidesk LLC	\$ 404.07		FC	Desk
P0123159	Sodexo Inc and Affiliates	\$ 383.02		FC	Catering for Event to Welcome Umoja Students
P0123160	Heart Smart Technology	\$ 107.75		FC	Office Supplies
P0123162	American Library Association	\$ 120.00		FC	Workshop Fees
P0123163	Paralegal Today	\$ 28.00		FC	Publication Subscription
P0123164	Daily Journal Corp	\$ 883.55		FC	Publication Subscription
P0123165	National Association of Legal Assistants	\$ 50.00		FC	Publication Subscription
P0123166	Amazon Business	\$ 199.88		FC	Office Supplies
P0123167	St Joseph Health System	\$ 3,700.00		AC	Biometrics Screenings for Health Fair
P0123168	Amazon Business	\$ 147.68		CC	Office Supplies
P0123169	Jeffrey Horsley	\$ 247.76		AC	Reimbursement for Arbitration Hearing
P0123170	Maria Cadena	\$ 149.50		AC	Insurance Fees
P0123171	Jaime Perez	\$ 138.00		AC	Insurance Fees
P0123172	Outdoor Dimensions	\$ 2,486.45		CC	Marketing Materials
P0123173	CJS Cooling Tower Services	\$ 15,780.00	Capital Outlay	CC	Cooling Tower Gear Box Replacement @ CC
P0123175	Embassy Suites	\$ 6,250.00		AC	Catering for District-wide Managers Meeting
P0123176	Caswell Inc	\$ 429.74		FC	Lab Supplies
P0123177	Carolina Biological Supply Co	\$ 3,373.25		CC	Lab Supplies
P0123178	The Fullerton Collaborative	\$ 100.00		FC	Application Fee for the Marketing Department
P0123179	GST	\$ 1,547.70		FC	Computer
P0123180	BorderLAN Security	\$ 4,951.12		CC	Maintenance Services Renewal
P0123181	Pacific Parking Systems Inc	\$ 2,968.50		FC	Parking Meter Upgrades for the Campus Safety Dept.
P0123182	Apple Computer Inc	\$ 4,416.57		FC	Computer
P0123183	GST	\$ 422.51		CC	Printer

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123184	Computerland of Silicon Valley	\$ 13,350.00		CC	Software License
P0123185	One Diversified LLC	\$ 8,999.28		CC	Projectors
P0123186	YBH Restaurants Inc	\$ 643.27		CC	Catering for the Auto Technology Department Event
P0123187	B & H Photo Video Inc	\$ 1,606.78		FC	Computer
P0123188	Jeremy Bailey	\$ 300.00		CC	Guest Speaker for the Spring 2018 Art Exhibition
P0123189	Office Depot	\$ 1,000.00		FC	Blanket Order for Office Supplies
P0123190	Rafael Sanchez	\$ 300.50		FC	Reimbursement Claim for Property Damage
P0123191	SC Fuels	\$ 10,000.00		CC	Blanket Order Vehicle Fuel
P0123192	SC Fuels	\$ 10,000.00		CC	Blanket Order for Red Dye Diesel Fuel
P0123193	Sherwin-Williams Co	\$ 600.00		CC	Blanket Order for Paint Supplies
P0123194	Bioquip Products Inc	\$ 500.00		FC	Blanket Order for Horticulture Lab Supplies
P0123195	Smart & Final	\$ 1,650.00		FC	Blanket Order for Grocery Supplies
P0123196	MSC Industrial Supply Co Inc	\$ 3,000.00		FC	Blanket Order for Tools
P0123197	J W Pepper of Los Angeles	\$ 1,390.00		FC	Blanket Order for Music Materials
P0123198	Tri-Star Gases LLC	\$ 5,000.00		FC	Blanket Order for Welding Supplies
P0123199	MSC Industrial Supply Co Inc	\$ 5,000.00		FC	Blanket Order for Welding Supplies
P0123200	Brodart Co	\$ 1,500.00		CC	Blanket Order for Library Supplies
P0123201	Printed Stitches	\$ 1,841.02		CC	Promotional Materials
P0123202	Tacos Chihuahua Inc	\$ 3,071.48		CC	Catering for Science Tech Engineering Program Orientation
P0123203	Office Depot	\$ 500.00		CC	Blanket Order for Office Supplies
P0123204	Amazon Business	\$ 92.13		CC	Lab Supplies
P0123219	Independent Roofing Consultants	\$ 6,000.00	Capital Outlay	CC	Consulting Services for Bldg. 8 Student Activity @ CC
P0123220	Marriott Hotel	\$ 994.08		FC	Hotel Fees for Field Trip
P0123221	Hal Leonard Corporation	\$ 392.75		CC	Textbooks
P0123222	Montgomery Hardware	\$ 18,635.59	Capital Outlay	AC	Labor & Materials for Bldg. 100 Door Replacement @ FC
P0123223	Westlake Pro	\$ 8,818.29		CC	Instructional Equipment
P0123224	Geotechnical Solutions Inc	\$ 6,500.00	Capital Outlay	AC	Soils & Geology for EIR Study Sherbeck Field @ FC
P0123225	Media Tek Optical Inc	\$ 1,600.00		FC	Blanket Order for Compact Discs
P0123226	Technical Associated Services LLC	\$ 1,000.00		FC	Blanket Order for Welding Equipment Calibration
P0123227	Sodexo Inc and Affiliates	\$ 1,546.65		FC	Catering for the Humanities Department Training
P0123228	Safe Glow Corporation	\$ 580.20		CC	Campus Signage
P0123229	Apple Computer Inc	\$ 19,014.52		FC	Computers
P0123246	Sportzcast LLC	\$ 329.00		FC	Software License
P0123247	Bose Corporation	\$ 961.54		CC	Classroom Supplies
P0123248	Next Gen Web Solutions	\$ 7,500.00		CC	Software License
P0123249	National Council for Marketing and Public Relations	\$ 500.00		CC	Institutional Membership
P0123250	James Howard Company	\$ 206.21		FC	Classroom Supplies
P0123251	Dick Blick Co	\$ 461.97		FC	Classroom Supplies
P0123252	Carl Stanaway	\$ 496.67		FC	Reimbursement for Art Supplies for the Art Dept.
P0123253	B & H Photo Video Inc	\$ 98.48		FC	Instructional Materials
P0123254	Broadcast Supply Worldwide	\$ 8,292.62		FC	Instructional Equipment
P0123255	Home Depot	\$ 507.57		CC	Lab Supplies
P0123256	Sodexo Inc and Affiliates	\$ 141.68		AC	Catering for Educational Equity Workshop
P0123257	Community College League of California	\$ 208.00		AC	Textbooks
P0123258	Dolores Cornejo	\$ 200.00		AC	Reimbursement for Diversity Fundraiser
P0123259	Newsweek Inc	\$ 79.99		FC	Publication Subscription
P0123260	American Bar Association	\$ 1,500.00		FC	Institutional Membership
P0123261	Porter Consulting LLC	\$ 98,000.00	Capital Outlay	CC	Construction Project Management BA: 01/23/18 @ CC
P0123262	The Gallup Organization	\$ 1,293.00		FC	Textbooks
P0123263	Amazon Business	\$ 290.76		CC	Lab Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123264	RFX Inc	\$ 11,970.00		FC	Software License
P0123265	Jostens	\$ 13.44		FC	Degrees for the Admissions and Records Department
P0123266	Office Depot	\$ 247.81		FC	Scanner
P0123267	WeFixPrinters.com	\$ 800.00		CC	Blanket Order for Printer Repairs
P0123268	Julie Smith	\$ 489.48		NOCE	Reimbursement for Adult Ed Block Grant Summit 2018 Attendee
P0123269	Jei Garlitos	\$ 763.24		NOCE	Reimbursement for Adult Ed Block Grant Summit 2018 Attendee
P0123270	Western Graphics Plus	\$ 2,135.32		CC	Office Supplies
P0123271	JM & J Contractors	\$ 4,000.00		FC	Tile Repair Services
P0123272	Morgan Beck	\$ 484.61		NOCE	Computer Components
P0123274	B & H Photo Video Inc	\$ 10,376.33		FC	Computer Components
P0123275	Provantage	\$ 4,281.77		FC	Replacement Power Supply Unit
P0123276	Core & Main LP	\$ 3,070.88		CC	Turbine Meter with Strainer for Facilities Dept.
P0123277	MMC Inc	\$ 500.00		AC	Blanket Order for Storm Drain Pump Repair
P0123278	On Call Event Rentals	\$ 1,387.32		CC	Furniture Rental for Student Success Celebration
P0123279	Amazon Business	\$ 163.24		NOCE	Instructional Supplies
P0123280	Sodexo Inc and Affiliates	\$ 720.85		AC	Catering for Leadership Academy
P0123281	Apex Audio Inc	\$ 31,214.16		FC	Audio Equipment for Campus Theatre
P0123282	HRC Catering	\$ 662.85		NOCE	Catering for Adult Educational Block Grant Workgroup Meeting
P0123295	NMK Corporation	\$ 7,320.55		FC	Network Switch Replacement
P0123296	GST	\$ 2,897.09		FC	Replacement Projector Lamps
P0123297	Sidpath Inc	\$ 865.20		CC	Computer Monitor
P0123298	Adorama	\$ 631.36		CC	Instructional Supplies
P0123299	B & H Photo Video Inc	\$ 4,126.11		FC	Lab Supplies
P0123300	YBH Restaurants Inc	\$ 847.14		CC	Catering for Business and CIS Advisory Committee
P0123301	ARAMARK GFF Chicago	\$ 274.76		CC	Catering for Field Trip to CSUF
P0123302	Allsteel Inc	\$ 1,331.40		FC	Chairs
P0123303	BSN Sports LLC	\$ 5,385.62		FC	Athletic Supplies
P0123304	BSN Sports LLC	\$ 317.78		FC	Athletic Supplies
P0123305	Japanese American National Museum	\$ 225.00		AC	Diversity Field Trip Fee
P0123306	Sodexo Inc and Affiliates	\$ 394.30		FC	Catering for the Cadena Cultural Center
P0123307	Dick Blick Co	\$ 350.00		FC	Blanket Order for Supplies
P0123308	Kneadle Inc	\$ 696.04		FC	Plaques for the Campus Library
P0123309	Peg Leg Films Inc	\$ 387.13		FC	Instructional Media
P0123310	Pilar Ellis	\$ 288.00		FC	Reimbursement for SurveyMonkey Subscription
P0123311	Sumun Lakshmi Pendakur	\$ 3,000.00		FC	Guest Speaker for Student Support Services
P0123312	Sodexo Inc and Affiliates	\$ 1,171.24		FC	Catering for Teaching Matters Mini-Conference
P0123313	Sator Sports Inc	\$ 1,671.01		FC	Athletic Supplies
P0123314	VS Athletics	\$ 2,053.00		FC	Athletic Supplies
P0123315	California Ultimate Designs Inc	\$ 621.50		FC	Athletic Uniforms
P0123316	City of Fullerton	\$ 231.00		FC	Fire Alarm Fee
P0123317	American Sociological Association	\$ 366.35		FC	Reference Materials
P0123318	Sodexo Inc and Affiliates	\$ 247.68		FC	Catering for Science Tech Engineering Student Mixer
P0123319	Amazon Business	\$ 951.25		FC	Safety Supplies
P0123320	Paradigm Imaging Group	\$ 15,538.72		AC	Printer
P0123321	Knott's Berry Farm	\$ 1,085.28		FC	Latina Leadership Network Conference Hotel Fees
P0123322	Discountmugs.com	\$ 1,493.83		FC	Promotional Materials
P0123323	Displays2Go	\$ 282.16		FC	Signage
P0123324	Fullerton Joint Union HSD	\$ 280.00		FC	Transportation Fees for the College Prep Event
P0123325	Music Theatre International	\$ 4,712.00		FC	Musical Performance Fee
P0123334	Four Points by Sheraton	\$ 2,748.78		CC	Hotel Fees for Field Trip to UC Berkeley



PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123336	National Collegiate Honors Council	\$ 500.00		CC	Institutional Membership
P0123337	Corporate Business Interiors Inc	\$ 138.06		FC	Chair Installation
P0123338	Transportation Charter Services Inc	\$ 817.50		NOCE	Field trip to Los Angeles Museum of Arts
P0123341	Substance Media Inc	\$ 7,500.00		AC	Video Production Services
P0123342	iT1 Source LLC	\$ 6,174.08		NOCE	Computer Headsets
P0123343	Toshiba Business Solutions	\$ 4,911.31		NOCE	Copier
P0123344	Toshiba Business Solutions	\$ 161.63		AC	Office Supplies
P0123345	Ran Graphics Inc	\$ 3,051.48		CC	Publication for Summer 2018 Class Schedule
P0123348	Adorama	\$ 11,565.63		CC	Instructional Supplies
P0123349	Emma Inc	\$ 1,068.00		AC	Software Subscription
P0123350	Amazon Business	\$ 1,476.44		CC	Instructional Supplies
P0123352	Office Depot	\$ 800.00		NOCE	Blanket Order for Office Supplies
P0123353	Transportation Charter Services Inc	\$ 645.00		NOCE	Bus Transportation for Career Pathways Electrical Trainees
P0123354	Emmanuel Cruz	\$ 100.00		FC	Speaker for Food and Nutrition Workshop
P0123355	Candace Gonzalez	\$ 100.00		FC	Speaker for Food and Nutrition Workshop
P0123356	Sodexo Inc and Affiliates	\$ 45.24		FC	Catering for the One Book One College Event
P0123357	Office Depot	\$ 1,000.00		CC	Blanket Order for Office Supplies
P0123358	Scantron Corporation	\$ 200.00		FC	Blanket Order for Classroom Supplies
P0123359	Techsmith Corporation	\$ 873.00		FC	Software Maintenance Agreement
P0123360	Apple Computer Inc	\$ 225.15		FC	Computer Accessories
P0123361	Psomas	\$ 3,800.00		CC	Automotive Yard Design Survey Services
P0123362	CN School and Office Solutions Inc	\$ 535.30		AC	Office Chair
P0123363	Clarus Corporation	\$ 4,500.00		NOCE	Digital Advertising Campaign Services
P0123364	Next Gen Web Solutions	\$ 8,400.00		FC	Software License
P0123365	ISE Inc	\$ 7,716.20		FC	Software Maintenance
P0123366	Townsend Press	\$ 205.22		SCE	Instructional Materials
P0123367	Corporate Business Interiors Inc	\$ 25,605.12	Bond	AC	Furniture for 2nd Floor District and NOCE Offices
P0123368	Computer Comforts Inc	\$ 1,179.25		FC	Computer Furniture for Technology and Engineering Dept.
P0123369	WW Norton & Company Inc	\$ 24.72		NOCE	Instructional Materials
P0123370	JT Print It	\$ 466.00		FC	Promotional Supplies
P0123371	William Chamberlin	\$ 269.33		FC	Reimbursement for Instructional Equipment
P0123372	Scantron Corporation	\$ 60.83		FC	Scantron Forms
P0123373	Sodexo Inc and Affiliates	\$ 193.89		FC	Catering for the Counseling Center
P0123374	Sodexo Inc and Affiliates	\$ 1,659.35		FC	Catering for the Counseling Center
P0123375	Sodexo Inc and Affiliates	\$ 208.84		FC	Catering for the Counseling Center
P0123376	DreamSeats LLC	\$ 5,590.21		FC	Promotional Materials
P0123377	RJ Electric	\$ 795.00		CC	Electrical Wiring Installation
P0123378	Parts Express International Inc	\$ 172.39		FC	Classroom Supplies
P0123379	Reelworld Productions Inc	\$ 6,900.00		FC	Instructional Supplies
P0123380	Buddy's All Stars, Inc.	\$ 173.16		FC	Athletic Supplies
P0123381	Ollivier Corporation	\$ 3,369.00		FC	Camera Installation Project
P0123382	David Saldana	\$ 450.00		CC	Guest Speaker for the Educational Opportunity CARE Seminars
P0123383	Sodexo Inc and Affiliates	\$ 387.62		FC	Catering for Basic Skills Student Event
P0123384	Bone Clones Inc	\$ 454.62		FC	Instructional Supplies
P0123385	Balloons Pluss	\$ 276.30		NOCE	Decorations for Counselor Meeting
P0123386	Gerald Padilla	\$ 146.42		FC	Reimbursement for Ethnic Studies Performance
P0123387	Pilar Ellis	\$ 289.00		FC	Promotional Supplies
P0123388	Sodexo Inc and Affiliates	\$ 844.49		FC	Catering for Major Declaration Day Event
P0123389	Garuda Promo and Branding Solutions	\$ 1,396.52		FC	Promotional Materials
P0123390	Sodexo Inc and Affiliates	\$ 63.04		FC	Catering for Re-entry Connect Event

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123391	Sodexo Inc and Affiliates	\$ 416.63		FC	Catering for the Jump Start Program
P0123392	Toshiba Business Solutions	\$ 7,602.37		FC	Copier
P0123393	Toshiba Business Solutions	\$ 7,602.37		FC	Copier
P0123394	Jeffrey Samano	\$ 3,135.42		FC	Reimbursement for Field Expenses to Suffolk Univ.
P0123395	Toshiba Business Solutions	\$ 80.81		FC	Office Supplies
P0123396	Sodexo Inc and Affiliates	\$ 993.17		FC	Catering for New SI Leader Training
P0123407	Carolina Biological Supply Co	\$ 68.96		FC	Lab Supplies
P0123408	Vernier Software & Technology	\$ 912.17		FC	Lab Supplies
P0123409	Kestrelmeters.com	\$ 1,076.65		FC	Lab Supplies
P0123410	New England Biolabs	\$ 400.86		FC	Lab Supplies
P0123411	Acey Decy Equipment Co	\$ 37,755.60		FC	Lighting Supplies for the Theatre Department
P0123412	Scantron Corporation	\$ 656.76		FC	Classroom Supplies
P0123413	Full Compass Systems Ltd	\$ 3,354.74		FC	Instructional Materials
P0123414	Fullerton Paint and Flooring	\$ 220.78		FC	Instructional Materials
P0123415	Journalism Assoc of Community Colleges	\$ 650.00		FC	State Convention Registration Fee for Journalism
P0123416	1st California Notary Services	\$ 1,196.02		NOCE	Notary Public Seminar & Supplies
P0123417	Duran, Wheaton, Kimble	\$ 630.44		FC	Shipping Fees
P0123418	Demco Inc	\$ 60.16		FC	Office Supplies
P0123419	Sigma-Aldrich Inc	\$ 252.48		FC	Lab Supplies
P0123420	Mollie Budiansky	\$ 1,000.00		FC	Guest Speaker for the Music Department
P0123421	CareerPlanner.com Inc	\$ 556.75		CC	Instructional Materials
P0123422	California Women Lead	\$ 5,000.00		AC	Women's Conference Sponsorship
P0123423	GST	\$ 24,757.92		FC	Computer Components
P0123424	Apple Computer Inc	\$ 31,646.08		CC	Computers
P0123425	iT1 Source LLC	\$ 177.79		NOCE	Software License
P0123426	The Dodge Company	\$ 538.26		CC	Instructional Materials
P0123427	CDW Government Inc	\$ 1,077.49		AC	Printer
P0123428	J Sheet Metal	\$ 385.15		FC	Facilities Supplies
P0123429	JM & J Contractors	\$ 4,100.00		FC	Flooring Removal and Replacement
P0123430	Upbeat Inc	\$ 777.89		FC	Mailbox
P0123440	Vivantio Inc	\$ 10,156.00		FC	Software License Renewal
P0123442	Science Lab Supplies	\$ 119.04		FC	Lab Supplies
P0123443	Office Depot	\$ 700.00		FC	Blanket Order for Office Supplies
P0123445	Sasco Electric	\$ 15,315.51		NOCE	Network Cabling Installation
P0123446	Sigma-Aldrich Inc	\$ 486.22		FC	Lab Supplies
P0123448	Amazon Business	\$ 475.60		NOCE	Textbooks
P0123449	Flymotion Unmanned Systems	\$ 177,041.87		FC	Custom Drone Vehicle for the Media Studies Dept. BA: 02/27/18
P0123450	VWR Funding Inc	\$ 144.97		CC	Lab Supplies
P0123451	Cymmar Corporation	\$ 1,368.98		CC	Lab Supplies
P0123452	Pearson VUE	\$ 8,045.11		NOCE	Textbooks
P0123453	Office Depot	\$ 839.48		CC	Office Supplies
P0123454	Jasmin Ruiz	\$ 52.50		FC	Reimbursement for Student Fees
P0123455	Martha Trujillo	\$ 64.50		FC	Reimbursement for Student Fees
P0123456	Natasha Salvatierra	\$ 49.00		FC	Reimbursement for Student Fees
P0123457	Sodexo Inc and Affiliates	\$ 69.77		FC	Catering for New Librarian Adjunct Training
P0123458	Natasha Salvatierra	\$ 52.58		FC	Reimbursement for Student Textbook
P0123459	Amazon Business	\$ 796.88		FC	Office Supplies
P0123460	Fisher Scientific Co LLC	\$ 1,072.82		CC	Lab Supplies
P0123461	Cal Pro Specialties	\$ 562.88		NOCE	Promotional Materials
P0123462	Scantron Corporation	\$ 119.12		CC	Instructional Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123463	Pearson VUE	\$ 1,131.11		NOCE	Textbooks
P0123470	WT Cox Information Services	\$ 290.00		CC	License Renewal
P0123471	Qless Inc	\$ 26,875.45		FC	License Renewal
P0123472	Tredent Data Systems Inc	\$ 3,883.13		CC	Networking Equipment
P0123473	Visual Apex Inc	\$ 6,036.43		FC	Instructional Materials
P0123474	OCLC Inc	\$ 10,000.00		CC	Maintenance Subscription Renewal
P0123476	Sidepath Inc	\$ 9,865.66		CC	Computers
P0123477	Colter & Peterson Inc	\$ 2,500.00		AC	Blanket Order for Repairs
P0123478	National League for Nursing Inc	\$ 1,896.40		CC	Online Nursing Tests
P0123480	Helixstorm Inc	\$ 19,294.90		FC	Additional Storage Computer for Campus Data Center
P0123481	VWR Funding Inc	\$ 273.81		CC	Lab Supplies
P0123483	Allsteel Inc	\$ 1,167.90		NOCE	Classroom Supplies
P0123484	Lakeshore Learning Materials	\$ 154.99		NOCE	Instructional Materials
P0123485	Toshiba Business Solutions	\$ 4,341.77		NOCE	Copier
P0123486	Amber Gonzalez	\$ 2,278.04		FC	Field Trip for Empowering Woman of Color Event
P0123488	JM & J Contractors	\$ 1,150.00		FC	Utility Sink Installation for Women's Gym
P0123489	Integrity Electric	\$ 2,553.00		FC	Electrical Conduit Wiring
P0123490	iT1 Source LLC	\$ 506.40		NOCE	Printer
P0123491	GST	\$ 2,018.10		CC	Scanner
P0123492	CDW Government Inc	\$ 1,265.44		CC	Projector Screen
P0123493	iT1 Source LLC	\$ 1,551.26		NOCE	Printer
P0123494	US Geological Survey	\$ 107.76		FC	Instructional Supplies
P0123496	The Lincoln Electric Company	\$ 12,008.73		FC	Instructional Supplies
P0123497	California Assoc of Comm College Registrars & Adm C	\$ 300.00		CC	Institutional Membership
P0123504	WASFAA	\$ 50.00		FC	Institutional Membership
P0123505	Patricia Mae Velete	\$ 190.00		FC	Reimbursement for Damaged Windshield
P0123506	CPP Inc	\$ 195.00		FC	License Renewal
P0123507	Amazon Business	\$ 51.70		CC	Instructional Supplies
P0123508	Bernard Russo	\$ 175.00		FC	Honorarium
P0123509	Mix a Bartending Experience	\$ 1,745.56		NOCE	Instructional Materials
P0123510	MSC Industrial Supply Co Inc	\$ 51.91		FC	Office Supplies
P0123511	Interlog Construction	\$ 410,000.00	Bond	AC	Bid 1718-19, Tenant Improvements @ AC B/A: 3/27/18
P0123512	Office Depot	\$ 110.00		CC	Blanket Order for Office Supplies
P0123526	Sodexo Inc and Affiliates	\$ 47.14		FC	Catering for Study Abroad Proposal Interviews
P0123527	WWD	\$ 396.00		FC	License Renewal
P0123528	Moore Medical Corp	\$ 1,477.73		NOCE	Instructional Supplies
P0123530	Sodexo Inc and Affiliates	\$ 38.79		FC	Catering for the Humanities Division Workshop
P0123531	Jeanine Eastham	\$ 460.86		CC	Reimbursement Theater Arts Classroom Supplies
P0123532	Amazon Business	\$ 506.71		CC	Instructional Supplies
P0123534	Luciano Orozco	\$ 480.00		CC	Reimbursement for Supplies for Auto Technology
P0123540	Cynmar Corporation	\$ 293.70		CC	Lab Supplies
P0123541	North Orange County Chamber	\$ 500.00		AC	Institutional Membership
P0123542	Vital Link Orange County	\$ 9,170.00		NOCE	Career Fair Consultant
P0123543	U S Immigration Law Group LLP	\$ 500.00		AC	Guest Speaker for District Diversity Workshop
P0123544	Amazon Business	\$ 32.38		FC	Office Supplies
P0123545	Sodexo Inc and Affiliates	\$ 458.46		AC	Catering for Diversity Immigration Panel
P0123546	Fisher Scientific Co LLC	\$ 12,591.46		CC	Lab Supplies
P0123547	Cedric Morin	\$ 61.00		FC	Reimbursement for Student Fees
P0123548	Alina Medina	\$ 34.50		FC	Reimbursement for Student Fees
P0123549	Fullerton College	\$ 342.00		FC	Health Care Fee

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0123550	Fullerton College	\$ 300.00		FC	Parking Permit Fees
P0123551	Fullerton College	\$ 82.50		FC	Student Services Fee
P0123552	Chefs Toys - Accusharp	\$ 3,436.16		CC	Instructional Supplies
P0123553	Latina Leadership Network of the California Comm Col	\$ 1,200.00		CC	Latina Leadership Network Conference Fees
P0123554	Knott's Berry Farm	\$ 7,671.13		FC	Catering for Educational Opportunity Recognition Ceremony Event
P0123555	Uline Inc	\$ 2,443.65		CC	Instructional Equipment
P0123556	Sasco Electric	\$ 1,500.00		CC	Electrical Cabling Installation
P0123557	Sasco Electric	\$ 2,410.00		CC	Electrical Conduit Installation
P0123558	Kenny the Printer	\$ 1,024.37		CC	Athletic Supplies
P0123560	Lynette Young	\$ 303.98		CC	Instructional Materials
P0123561	GST	\$ 1,293.63		FC	Computer
P0123562	On Deck Sports	\$ 728.83		FC	Athletic Supplies
P0123563	Paper 360 Inc	\$ 1,142.15		FC	Lab Supplies
P0123564	Florida Aqua Farms Inc	\$ 75.74		FC	Lab Supplies
P0123565	Wheatstone Corporation	\$ 1,952.43		FC	Computer Supplies
P0123566	California Community College Distance	\$ 100.00		CC	Institutional Membership
P0123567	Source Graphics	\$ 7,987.52		FC	Printer
P0123568	Sidepath Inc	\$ 5,538.78		CC	Projectors
P0123569	GST	\$ 419.11		CC	Printer
P0123571	B & H Photo Video Inc	\$ 111.89		FC	Office Supplies
P0123572	International E-Z Up Inc	\$ 1,290.86		FC	Canopy for Facilities Dept.
P0123573	Deluxe Small Business Sales Inc	\$ 295.16		CC	Publication Materials
P0123574	Sodexo Inc and Affiliates	\$ 678.77		FC	Catering for Transfer Student Event
P0123575	Transportation Charter Services Inc	\$ 615.00		FC	Transportation Fees for the Transfer Center
P0123576	Transportation Charter Services Inc	\$ 495.00		FC	Cancellation Fee for Bus for UC Irvine Tour
P0123577	Gilbert & Stearns Inc	\$ 4,551.00	Capital Outlay	AC	Room 629 Power Outlets Installation @ FC
P0123578	Orange County Air Conditioning	\$ 15,980.00	Capital Outlay	AC	1300 Building Chilled Water Repair @ FC
P0123579	JM & J Contractors	\$ 13,900.00	Capital Outlay	AC	Room 629 Concrete Floor Polishing @ FC
P0123580	Columbia Dentoform Corp	\$ 717.96		CC	Lab Supplies
P0123589	California Dept of Public Health	\$ 170.00		CC	License Renewal
P0123591	Sasco Electric	\$ 1,595.00		CC	Electrical Wiring Project
P0123592	Carousel Industries of North America Inc	\$ 2,375.00		AC	Software License Renewal
P0123593	JB Bostick Company Inc	\$ 5,220.00		NOCE	Parking Lot Striping
P0123599	Sidepath Inc	\$ 4,758.56		CC	Computer Monitors
P0123601	2nd Gear LLC	\$ 17,718.60		CC	Computers

**\$3,195,174.50**

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

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	May 8, 2018	Resolution	<u>X</u>
<b>SUBJECT:</b>	2017-2018 Budget Transfers: General Fund	Information	<u></u>
		Enclosure(s)	<u>X</u>

**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 Kashmira Vyas, 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 2017-2018 General Fund transfers netting to the amount of \$196,280 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams  

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Recommended by

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Approved for Submittal

3.b.1  

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Item No.

**1. 18100: Instructional Equipment - FC**

Transfer to cover purchase of supplies and services related to computer workstations and equipment.

From:	6000 Capital Outlay	(11,943)
To:	4000 Supplies & Materials	6,648
	5000 Other Operating Expenses & Services	5,295

**2. 17248: Strong Workforce Initiative - CC**

Transfer for salaries and purchases made for the Pathway to Cyber Security Education program, per approved program plans.

From:	5000 Other Operating Expenses & Services	(203,810)
To:	2100 Noninstructional Salaries	60,000
	2300 Noninstructional Salaries	50,000
	2400 Instructional Aides	30,000
	3900 Benefits	22,500
	4000 Supplies & Materials	3,810
	6000 Capital Outlay	37,500

**3. 17748: Student Equity Program - CC**

Transfer to return budget of unneeded funds to be available for reallocation to another program supported by the Student Equity program.

From:	2100 Noninstructional Salaries	(11,750)
To:	4000 Supplies & Materials	11,750

**4. 17748: Student Equity Program - CC**

Transfer to cover cost of Smarthinking online tutoring service expenses.

From:	2200 Instructional Aides	(60,000)
To:	5000 Other Operating Expenses & Services	60,000

**5. 15418: Perkins IV - CC**

Transfer for the purchase of approved equipment in support of dental student career-related experience.

From:	2300 Noninstructional Salaries	(16,000)
	5000 Other Operating Expenses & Services	(5,000)
To:	6000 Capital Outlay	21,000

**6. 15418: Perkins IV - CC**

Budget Transfers  
05-8-2018

Transfer for the purchase of approved computer and video equipment and services to create a promotional video for the multimedia department's Drone Operator program in support of Perkins' funding goals.

From:	2300 Noninstructional Salaries	(21,000)
To:	5000 Other Operating Expenses & Services	6,500
	6000 Capital Outlay	14,500

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

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the General Fund (0101), pursuant to the California Code of Regulations Title 5, §58307;

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

<b>FROM</b>		<b>TO</b>	
Budget Classification	Amount	Budget Classification	Amount
2200	\$ 47,520	2100	\$ 35,770
5000	148,760	2300	2,393
		2400	30,000
		3900	24,363
		4000	28,304
		6000	73,650
		7100	1,800
<b>TOTAL</b>	<b>\$ 196,280</b>	<b>TOTAL</b>	<b>\$ 196,280</b>

AYES:  
 NOES:  
 ABSENT:

STATE OF CALIFORNIA)  
 ) SS  
 COUNTY OF ORANGE )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on May 8, 2018, and passed by a \_\_\_\_\_ vote of said Board.

\_\_\_\_\_  
 Vice Chancellor, Finance and Facilities

The above transfer approved on the \_\_\_\_\_ day of \_\_\_\_\_.

Al Mijares, Ph.D., County Superintendent of Schools

by \_\_\_\_\_, Deputy

\_\_\_\_\_  
 3.b.4  
 Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 08, 2018

**SUBJECT:** Quarterly Investment Report and Irrevocable Retiree Benefits Trust Report as of March 31, 2018

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

**BACKGROUND:** Information is being presented to the Board on the status of the District's investments as well as the status of the assets in the Irrevocable Retiree Benefits Trust.

## **Quarterly Investment Report**

The Quarterly Investment Report for the quarter ended March 31, 2018, is submitted for the District's funds in accordance with Section 53646 (b) of the Government Code. During the quarter, there has been no change to Board Policy 6320, Investments.

1. **The Orange County Treasurer's Money Market Educational Investment Pool.** As of March 31, 2018, the District had **\$284,154,770.73** on deposit. The total of the Orange County Treasurer's Combined Educational Investment Pool, at net book value, was **\$4,580,244,594** and the market value was **\$4,557,670,951**. This represents an unrealized loss for accounting purposes of approximately 0.49%, which equates to **\$1,400,451** for the District. This paper loss is the result of an increase in interest rates, which caused the values to decrease. The average net interest rate for the quarter ended March 31, 2018, was **1.29%**. Net interest earned for the quarter totaled **\$885,251.86**.
2. **Cypress College and Fullerton College Investments.** As of March 31, 2018, the colleges' investments total **\$2,000,069.48**. Of this amount, **\$1,894,538.06** was invested in certificates of deposit and **\$105,531.42** was invested in savings or money market accounts. The interest rates vary from **0.40%** to **2.23%**.

Investments in the Orange County Treasurer's Money Market Educational Investment Pool and the Cypress and Fullerton Colleges' investments meet the standards of Board Policy 6320, Investments.

## **Irrevocable Retiree Benefits Trust Report**

Starting in fiscal year 2017, after approval of action by the Board, the District began moving funds to its Irrevocable Retiree Benefits Trust ("Trust"). Investments of the Trust are made within the investment policy approved by the Retirement Board established for the Trust.

In previous quarters, a summary of the value of the Trust was provided. Starting with this quarter, we will present further details associated with the market value of the Trust to try to more clearly present the performance of the Trust. Also, to bring this information current, we will present data from inception of the Trust. Then, for future reports, we will present the quarterly activity.

Total contributions made to the Trust from inception to December 31, 2017, were **\$84,374,396.80**. The portfolio value at December 31, 2017, was **\$95,585,896.81**, an increase in value of **\$11,211,500.01**. This increase consists of income received, portfolio fees charged, and changes in market (both realized and unrealized). The portfolio experienced an **11.61%** annualized inception-to-date time weighted return net of fees as of December 31, 2017.

For the quarter ended March 31, 2018, the portfolio value changed from **\$95,585,896.81** to **\$95,072,004.39**, a change in value of **(\$513,892.42)**. No contributions or withdrawals were made during this quarter. The time weighted return net of fees was **(.54%)** quarter-to-date and **9.81%** annualized inception-to-date.

This agenda item was submitted by Kashmira Vyas, 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 6320, Investments.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Interest earnings can be used for purposes specified within the funds where they are earned.

**RECOMMENDATION:** It is recommended that the Board receive the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended March 31, 2018.3

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Fred Williams  
Recommended by

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Approved for Submittal

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3.c.2  
Item No.

**Cash in County Treasury**  
As of March 31, 2018

General Fund	\$ 86,180,980.21
Child Development Fund	37,007.70
FC Bursar Fund	3,154,565.96
CC Bursar Fund	1,046,699.34
Capital Outlay Fund	56,120,010.22
Self Insurance Fund	32,715,788.18
Retiree Benefit Fund	1,931.80
Student Financial Aid Fund	6,644,171.58
Bond Fund	98,253,615.74
Total	<u><u>\$ 284,154,770.73</u></u>

**ORANGE COUNTY TREASURER-TAX COLLECTOR**  
**INVESTMENT POOL STATISTICS**  
 FOR THE MONTH AND QUARTER ENDED: March 31, 2018

**INVESTMENT STATISTICS - By Investment Pool<sup>(1)</sup>**

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 3/31/2018	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
<b>COMBINED POOL BALANCES</b> (includes the Extended Fund)						
<b>Orange County Investment Pool (OCIP)</b>	MARKET Value \$	4,710,391,312	301	1.47%	1.40%	1.35%
	COST (Capital) \$	4,735,313,095				
	MONTHLY AVG Balance \$	4,567,508,436				
	QUARTERLY AVG Balance \$	4,587,825,752				
	BOOK Value \$	4,731,135,231				
<b>Orange County Educational Investment Pool (OCEIP)</b>	MARKET Value \$	4,557,670,951	323	1.47%	1.41%	1.37%
	COST (Capital) \$	4,585,181,848				
	MONTHLY AVG Balance \$	4,697,032,453				
	QUARTERLY AVG Balance \$	4,878,623,932				
	BOOK Value \$	4,580,244,594				

**INVESTMENT STATISTICS - Non-Pooled Investments<sup>(2)</sup>**

DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY SPECIFIC INVESTMENTS
<b>Specific Investment Funds:</b> 283, 505, FVSD, CCCD	MARKET Value \$ 100,989,670 COST (Capital) \$ 101,686,858 MONTHLY AVG Balance \$ 103,677,213 QUARTERLY AVG Balance \$ 96,878,829 BOOK Value \$ 101,629,550	John Wayne Airport Investment Fund 45,951,560 Fountain Valley School District Fund 40 34,810,654 Repurchase Agreement 1,081,500 CCCD Series 2017E Bonds 19,843,144 \$ 101,686,858

**MONTH END TOTALS**

INVESTMENTS & CASH	FUND ACCOUNTING & SPECIFIC INVESTMENTS
<b>COUNTY MONEY MARKET FUND (OCMMF)</b>	
County Money Market Fund \$ 1,464,606,132	OCIP \$ 4,804,890,655
County Cash 69,577,560	OCEIP 4,616,622,981
<b>EXTENDED FUND</b> 6,707,149,827	Specific Investment Funds 101,686,858
<b>EDUCATIONAL MONEY MARKET FUND (OCEMMF)</b>	Non-Pooled Cash 22,897,829
Educational Money Market Fund 1,148,738,984	
Educational Cash 31,441,133	
<b>NON-POOLED INVESTMENTS</b>	
Non-Pooled Investments @ Cost 101,686,858	
Non-Pooled Cash 22,897,829	
<b>\$ 9,546,098,322</b>	<b>\$ 9,546,098,322</b>

**KEY POOL STATISTICS**

INTEREST RATE YIELD	WEIGHTED AVERAGE MATURITY (WAM)
OCMMF - MONTHLY GROSS YIELD 1.41%	OCMMF 46
OCEMMF - MONTHLY GROSS YIELD 1.48%	OCEMMF 49
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD 1.54%	JOHN WAYNE AIRPORT WAM 86
OCIP - YTD NET YIELD <sup>(3)</sup> 1.14%	LGIP WAM (Standard & Poors) 38
OCEIP - YTD NET YIELD <sup>(3)</sup> 1.14%	
90-DAY T-BILL YIELD - MONTHLY AVERAGE 1.70%	

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POOL STATISTICS  
FOR THE MONTH AND QUARTER ENDED: March 31, 2018**

**INVESTMENT STATISTICS - By Investment Fund<sup>(4)</sup>**

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 3/31/2018	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
<b>County Money Market Fund (OCMMF)</b>	MARKET Value \$ 1,466,459,327	46	1.55%	1.41%	1.31%	1.00
	COST (Capital) \$ 1,464,606,132					
	MONTHLY AVG Balance \$ 1,299,857,979					
	QUARTERLY AVG Balance \$ 1,394,999,237					
	BOOK Value \$ 1,465,655,752					
<b>Educational Money Market Fund (OCEMMF)</b>	MARKET Value \$ 1,149,359,827	49	1.57%	1.48%	1.38%	1.00
	COST (Capital) \$ 1,148,738,984					
	MONTHLY AVG Balance \$ 1,260,589,588					
	QUARTERLY AVG Balance \$ 1,563,746,945					
	BOOK Value \$ 1,149,294,104					
<b>Extended Fund</b>	MARKET Value \$ 6,652,243,109	415	1.43%	1.40%	1.37%	0.99
	COST (Capital) \$ 6,707,149,827					
	MONTHLY AVG Balance \$ 6,704,093,322					
	QUARTERLY AVG Balance \$ 6,507,703,502					
	BOOK Value \$ 6,696,429,969					
<b>ALLOCATION OF EXTENDED FUND</b>						
<b>Extended Fund OCIP Share</b>	MARKET Value \$ 3,243,931,985	415	1.43%	1.40%	1.37%	0.99
	COST (Capital) \$ 3,270,706,963					
	MONTHLY AVG Balance \$ 3,267,650,457					
	QUARTERLY AVG Balance \$ 3,192,826,515					
	BOOK Value \$ 3,265,479,479					
<b>OCEIP Share</b>	MARKET Value \$ 3,408,311,124	415	1.43%	1.40%	1.37%	0.99
	COST (Capital) \$ 3,436,442,864					
	MONTHLY AVG Balance \$ 3,436,442,865					
	QUARTERLY AVG Balance \$ 3,314,876,987					
	BOOK Value \$ 3,430,950,490					
<b>Modified Duration</b>						1.12

- (1) The Combined Pool Balances include the County and Educational Money Market Funds and their respective portions of the Extended Fund.
- (2) Specific non-pooled investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the inventory listing in Section VII of this report.
- (3) The Net Yield differs from the Monthly Gross Yield as it includes the Treasury administrative fees.
- (4) Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the Investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value. The Extended Fund Market Value is lower than Book Value causing the NAV to be lower than 1.00 due to the four Federal Reserve short-term rate increases of 1.00% since 2017. When the Extended Fund is combined with the OCMMF and OCEMMF, both OCIP and OCEIP have a NAV of 1.00.

**Fullerton College  
Investment Report  
For Period Ended 3/31/18**

<b>Fund</b>	<b>Investment Type</b>	<b>Issuer</b>	<b>Interest Rate</b>	<b>Maturity Date</b>	<b>Estimated Value</b>
Assoc. Students	Savings	Capital One	0.400	N/A	1,938.33
Bursar	Savings	Capital One	0.400	N/A	103,593.09
Assoc. Students	CD	Schools First Federal Credit Union	1.980	8/13/2019	211,331.38
Assoc. Students	CD	Schools First Federal Credit Union	2.230	8/2/2022	101,489.46
					<u><u>\$ 418,352.26</u></u>

Note: \$3,000,000 invested with County Department of Education (with interest accrued)

**CYPRESS COLLEGE INVESTMENTS  
MONTH ENDING March 31, 2018**

<i>FUND</i>	<i>TYPE</i>	<i>ISSUER</i>	<i>MATURITY DATE</i>	<i>DOLLAR VALUE</i>	<i>INTEREST RATE</i>
<i>Bursar's Office (6 mos - 2 years)</i>	CD	Union Banc	7/31/2018	\$ 800,000.00	0.50%-1.35%
<i>(3 years)</i>	CD	Schools 1st FCU	1/22/2020	\$ 105,996.35	1.640%
<i>(3 years)</i>	CD	East West Bank	9/25/2019	\$ 252,293.54	1.750%
<i>(3 years)</i>	CD	NuVision FCU	1/22/2020	\$ 264,523.49	1.492%
<i>Total Bursar Investments</i>				<u>\$ 1,422,813.38</u>	
<i>Associated Students (3 years)</i>	CD	Schools 1st FCU	10/8/2019	\$ 158,903.84	1.49%
<i>Total Associated Students</i>				<u>\$ 158,903.84</u>	
<i>Total Investments</i>				<u><u>\$ 1,581,717.22</u></u>	

Note: \$1,000,000 invested in OC Investment Pool through District

**Irrevocable Retiree Benefits Trust  
Performance Report  
From Inception to 3/31/18**

	Inception to <u>12/31/17</u>	Quarter ended <u>3/31/18</u>	Inception to <u>3/31/18</u>
Portfolio Value Start of Period	\$ -	\$ 95,585,896.81	\$ -
Contributions	84,374,396.80	-	84,374,396.80
Withdrawals	(0.16)	-	(0.16)
Change in Market Value	7,150,186.29	(753,674.49)	6,396,511.80
Income Received	4,402,247.07	328,381.78	4,730,628.85
Portfolio Fees	<u>(340,933.19)</u>	<u>(88,599.70)</u>	<u>(429,532.89)</u>
Portfolio Value on 3/31/18	<u>\$ 95,585,896.81</u>	<u>\$ 95,072,004.40</u>	<u>\$ 95,072,004.40</u>



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 08, 2018

**SUBJECT:** Quarterly Financial Status Report Ended  
March 31, 2018

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

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

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

Accordingly, attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the quarter ended March 31, 2018.

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

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

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

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

**RECOMMENDATION:** It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended March 31, 2018, as required by §58310 of Title 5.

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

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

3.d.1  
\_\_\_\_\_  
Item No.

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q  
VIEW QUARTERLY DATA**

**CHANGE THE PERIOD**

**Fiscal Year: 2017-2018**

**District: (860) NORTH ORANGE**

**Quarter Ended: (Q3) Mar 31, 2018**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2014-15	Actual 2015-16	Actual 2016-17	Projected 2017-2018
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A.</b>	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	180,429,355	222,624,900	221,215,270	215,363,297
A.2	Other Financing Sources (Object 8900)	41,568	36,363	61,734,006	1,095,850
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>180,470,923</b>	<b>222,661,263</b>	<b>282,949,276</b>	<b>216,459,147</b>
<b>B.</b>	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	170,774,281	194,864,258	266,941,933	208,986,751
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	11,337,715	23,726,429	2,971,484	4,091,627
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>182,111,996</b>	<b>218,590,687</b>	<b>269,913,417</b>	<b>213,078,378</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>-1,641,073</b>	<b>4,070,576</b>	<b>13,035,859</b>	<b>3,380,769</b>
<b>D.</b>	<b>Fund Balance, Beginning</b>	<b>43,698,857</b>	<b>42,057,784</b>	<b>46,128,360</b>	<b>59,164,219</b>
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>43,698,857</b>	<b>42,057,784</b>	<b>46,128,360</b>	<b>59,164,219</b>
<b>E.</b>	<b>Fund Balance, Ending (C. + D.2)</b>	<b>42,057,784</b>	<b>46,128,360</b>	<b>59,164,219</b>	<b>62,544,988</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	23.1%	21.1%	21.9%	29.4%

**II. Annualized Attendance FTES:**

G.1	Annualized FTES (excluding apprentice and non-resident)	36,036	35,686	36,941	32,340
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

		As of the specified quarter ended for each fiscal year			
		2014-15	2015-16	2016-17	2017-2018
H.1	Cash, excluding borrowed funds	63,766,158	62,351,852	63,806,781	86,180,980
H.2	Cash, borrowed funds only	0	0	0	0
H.3	Total Cash (H.1+ H.2)	63,766,158	62,351,852	63,806,781	86,180,980

**IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:**

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I.</b>	<b>Revenues:</b>				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	215,363,297	215,363,297	168,944,017	78.4%
I.2	Other Financing Sources (Object 8900)	1,095,850	1,095,850	1,000,000	91.3%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	<b>216,459,147</b>	<b>216,459,147</b>	<b>169,944,017</b>	<b>78.5%</b>
<b>J.</b>	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	208,909,978	208,986,751	146,479,487	70.1%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	4,086,827	4,091,627	58,786	1.4%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>212,996,805</b>	<b>213,078,378</b>	<b>146,538,273</b>	<b>68.8%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	<b>3,462,342</b>	<b>3,380,769</b>	<b>23,405,744</b>	
L	Adjusted Fund Balance, Beginning	59,164,219	59,164,219	59,164,219	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	<b>62,626,561</b>	<b>62,544,988</b>	<b>82,569,963</b>	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	29.4%	29.4%		

V. Has the district settled any employee contracts during this quarter?

NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
<b>a. SALARIES:</b>								
Year 1:								
Year 2:								
Year 3:								
<b>b. BENEFITS:</b>								
Year 1:								
Year 2:								
Year 3:								

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? **NO**  
Next year? **YES**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

We have access to resources to address our ongoing needs for FY 2017-18 and FY 2018-19.

However, the uncertainty surrounding the proposed new funding formula for community colleges has left us in the position of facing planning decisions without being able to determine the long-term fiscal impacts on our institution. Therefore, as we continue working diligently to align ourselves with the guided pathways model and with the Chancellor's vision for success, we are unable to ascertain whether the decisions made today will result in long-term sustainability under a new formula.

Accordingly, we continue planning under the expectation that we need to be prepared for possibly very rapid change once a new funding formula is implemented.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	May 8, 2018	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Education Protection Account Funding and Expenditures	Enclosure(s)	<u>    X    </u>

**BACKGROUND:** Proposition 30, The Schools and Local Public Safety Protection Act of 2012 passed in November 2012. This proposition temporarily raised the sales and use tax by .25 cents and raised the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) to provide continuing funding for local school districts and community colleges. While the sales tax portion phased out December 31, 2016, the income tax portion continues through the end of 2018.

Per Proposition 30, a community college district has the sole authority to determine how the monies received from the Education Protection Account (EPA) are spent, provided that the governing board shall make these spending determinations in open session of a public meeting of the governing board and shall not use any of the funds from the EPA for administrative salaries and benefits or any other administrative costs. Furthermore, each entity receiving funds shall annually publish on its internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

The District received the State Apportionment report that provided an estimate of \$26,775,603 that the District may receive from EPA funds.

Since the District now has the information needed to make a spending determination, the District is submitting this agenda item to comply with the Proposition 30 provision requiring the governing board to make the spending determination in an open session of a public meeting of the governing board. The estimated EPA funds that the District will receive are \$26,775,603 and the entire amount will be spent on instructional salaries. The EPA funds are NOT additional funds but rather are components of the "computational revenue" calculation.

The attached form identifies this \$26,775,603 as estimated proceeds from the EPA and the District's intent to use these funds to partially fund instructional salaries. A final accounting of how much money was received from the Education Protection Account and how that money was spent will be published on the District's internet web site to meet the website posting requirements and will also be audited as part of the District's annual financial and compliance audit.

This agenda item was submitted by Kashmira Vyas, 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:** Not applicable.

**FUNDING SOURCE AND FINANCIAL IMPACT:** None. The EPA funds are NOT additional funds but rather are components of the “computational revenue” calculation.

**RECOMMENDATION:** Authorization is requested to use the estimated \$26,775,603 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.

Fred Williams

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Recommended by

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Approved for Submittal

3.e.2

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Item No.

**North Orange County Community College District**  
**Education Protection Account Proposed Spending Determination**  
**Budget Year 2017-18**

EPA Estimated Revenue	26,775,603
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Activity Classification	Activity Code	Salaries and Benefits	Operating Expenses	Capital Outlay	Unrestricted General Fund
		(Obj 1000-3000)	(Obj 4000-5000)	(Obj 6000)	Total
Instructional Activities	0100-5900	26,775,603	0	0	26,775,603
TOTAL		26,775,603	0	0	26,775,603

## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 8, 2018

**SUBJECT:** Rejection of Bid for Sale of Property  
APN: 033-083-32 and 033-083-33

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

**BACKGROUND:** At a public bid hearing on April 2, 2018, the Purchasing Department received one (1) bid for the sale of the property located on the south side of Wilshire Avenue between street addresses 406 and 412 Wilshire Avenue, Fullerton, CA 92832, APN: 033-083-32 and on the north side of Amerige Avenue, west of 411 East Amerige Ave., Fullerton, CA 92832, APN: 033-083-33 ("Property"), in the amount of \$400,000.00. The minimum bid price that the District set to sell the Property was \$600,000.00. After reviewing the submitted bid, staff determined that it would be in the best interest of the District to reject the bid. Therefore, it is recommended that the bid be rejected.

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 6330, Purchasing/Warehouse.

**FUNDING SOURCE AND FINANCIAL IMPACT:** This item has no financial impact.

**RECOMMENDATION:** It is recommended that the Board of Trustees reject the submitted bid for the sale of Property APN: 033-083-32 and 033-083-33.

Fred Williams

Recommended by

Approved for Submittal

3.f

Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 8, 2018

**SUBJECT:** Award Bid #1718-25, Theater Lighting  
Equipment for Cypress College

Action     X      
Resolution             
Information             
Enclosure(s)           

**BACKGROUND:** Cypress College requested to purchase theater lighting equipment for both the Theater and Dance Departments. The equipment is to be used in the campus theater and will replace lighting equipment that is 30 to 40 years old. The need for updating the equipment was highlighted in the 2014 Dance Program Review and in the 2016 Theater Program Review.

On April 26, 2018, the District Purchasing Department received the following four bids for theater lighting equipment for the Cypress College Theater and Dance Departments:

BIDDER NAME	BID
Acey Decy Equipment Co.	\$184,131.45
BCT Entertainment	\$186,295.74
4Wall Entertainment, Inc.	\$187,361.78
Polaris Lighting Associates	\$194,729.52

The lowest overall responsive and responsible bidder was Acey Decy Equipment Co. for \$184,131.45, including tax and shipping.

This agenda item was submitted by Jenney Ho, District Director, Purchasing and Dr. Kathy Realista, Dean, Fine Arts Division.

**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:** Funding for this purchase will come from One-Time Funds.

**RECOMMENDATION:** Authorization is requested to award Bid #1718-25, Theater Lighting Equipment for Cypress College, to Acey Decy Equipment Co. as the lowest overall responsive and responsible bidder in the amount of \$184,131.45, including tax and shipping. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to issue a purchase order on behalf of the District.

Fred Williams

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Recommended by

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Approved for Submittal

3.g.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

Action	X
Resolution	
Information	
Enclosure(s)	

**DATE:** May 8, 2018

**SUBJECT:** Subscription Agreement with Modo Labs for Implementation, Support, and Maintenance of Cypress College Mobile App Pilot

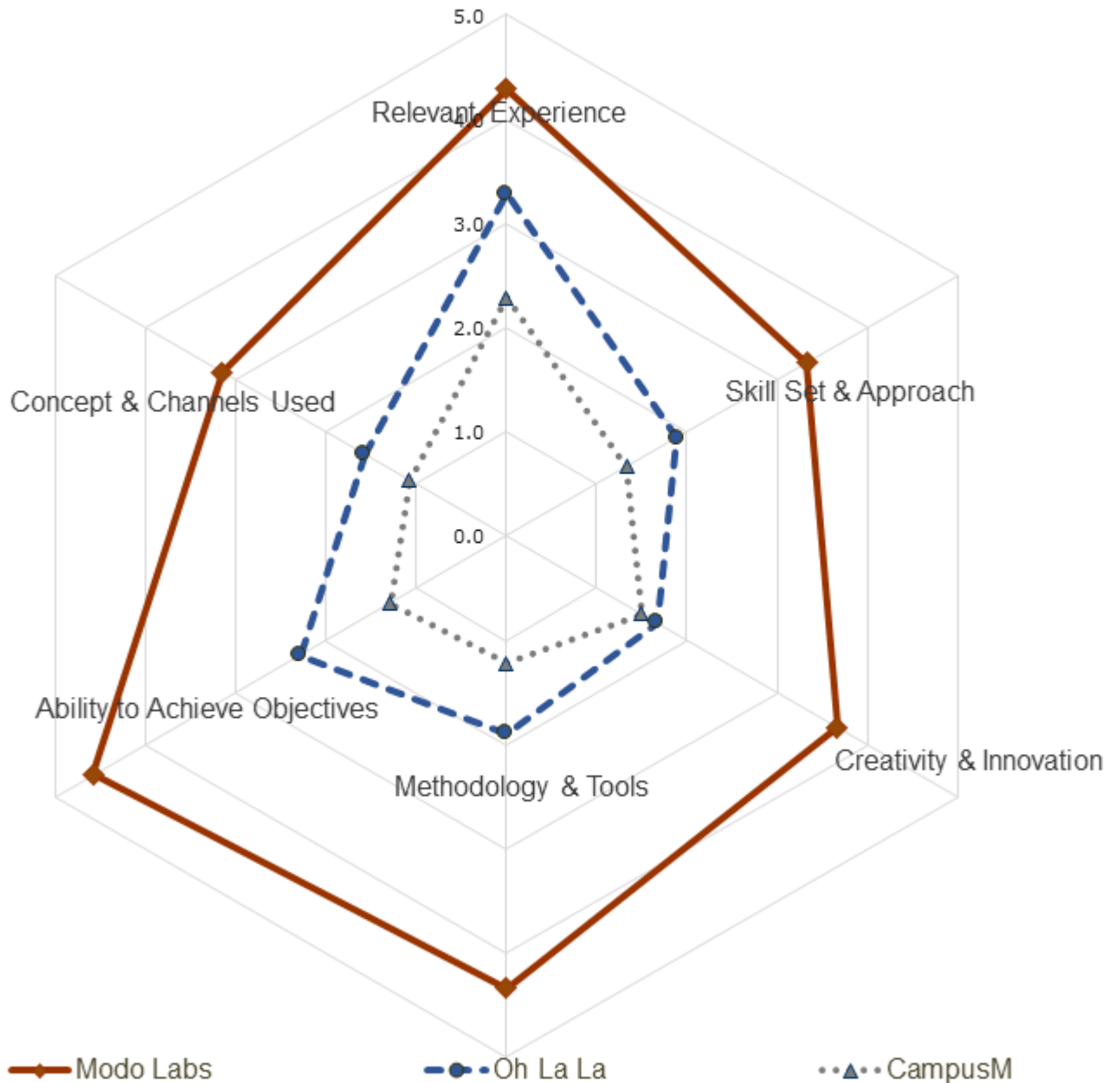
**BACKGROUND:** In order to address the changing technology needs of our students, and to better integrate messaging and communication for students, the District began discussions on how to acquire a mobile app solution that would address the many ways students want to communicate with the colleges. Cypress College created a work group in the fall of 2017 and it was determined that an app was needed for enrollment, scheduling, communication, focused alerts, and other messaging tools. Recognizing that all three institutions are different and a priority would be placed on flexibility, potential vendors were invited to present to a group of technology, public information, and student services staff Districtwide in December 2017. The presentations began in January 2018.

Cypress College was chosen to pilot this app, but the goal was to find an app that would be flexible enough to serve all three institutions. Modo Labs, OOHLALA, and CampusM presented from December 2017 through April 2018. Their services were analyzed and reviewed for fit and functionality. The vendors were scored on six major criteria consisting of:

- 1) experience – Vendors were evaluated on their previous work within the industry, with colleges of similar size, and with community colleges. Vendors were also assessed for understanding of the college’s business and market, the college’s technology and products, and challenges faced by the college.
- 2) skill set & approach – Vendors’ communication, technical, listening, problem-solving, and analytical skills were assessed as well as their display of open-mindedness.
- 3) creativity & innovation – Vendors were evaluated for a sense of creativity, flexibility innovation, and inspiration as well as fit with the college culture & ability to grow.
- 4) methodology & tools – Vendors were assessed on whether their methodology was transparent and flexible, whether the deliverables and pricing were clear, and their ability to meet project timelines and budget.
- 5) ability to achieve objectives – Vendors were evaluated on their technology and integration ability including communications via push notification, Enterprise Resource Planning (ERP) and Learning Management System (LMS) integration, customization of services, administration/dashboard, operating system upgrade management, and user administration.
- 6) concepts & channels. – Vendors were assessed on their ability to integrate with our

software such as Banner, Cranium Café, Canvas, SARS, and College Scheduler, as well as their action plan, focus, strategy along with their branding and communication approach to faculty and students.

After going through the scoring and ranking process, Modo Labs was selected as the recommended vendor. The scoring matrix for all three vendors in the six areas is shown in the figure below with a score of 5 as high and a score of 1 as low.



The pricing for all three vendors is as follows:

Company	Annual Fee	Implementation	Total Fees over Two Years
CampusM	\$25,358	\$21,000	\$71,716
Modo Labs	\$48,505	\$33,061	\$130,071
OOHLALA	\$33,450	\$0	\$66,900

Although Modo Labs was priced higher than CampusM and OOHLALA, the company had the qualifications that Cypress College was looking for as a strategic partner to provide a rich user experience and to support technology needs. As part of the due diligence process, Cypress College confirmed direct integration was possible with Banner to provide real-time registration and class information, Cranium Café for online counseling, and SARS for scheduling counseling sessions. An analytics platform is further available to support the college data analysis needs. Eventually the higher cost for Modo Labs will be offset by not having to use other software, namely SARS and College Scheduler, which was another vendor being considered for enrollment management purposes.

In March 2018, Cypress College submitted the multi-year plan for Guided Pathways, which included the development and implementation of the campus app that supports students' awareness, and needs related to college services, procedures, and policies. Modo Labs pilot will be funded from the Cypress College Guided Pathways budget.

Modo Labs proposed implementation costs of \$33,061 and two years of support and maintenance of \$97,010 for a total of \$130,071. Modo Labs will work with the college for the standard modules, student modules, and advanced features for the app to be on the iOS and Android platforms. The first phase of the implementation will include user functionality such as directory, maps, events, alerts, images, news, scanner, social media feeds, and video content and courses. The second and third phase will include registration, course catalog, dining options, tours, resource usage, submission of facilities requests, feedback, calendar, discussion boards, and indoor maps. These phases will continue through June 2019, at which time, further evaluation will be conducted to assess fit and functionality for Districtwide adoption and use.

It is recommended that the agreement with Modo Labs be executed for the implementation, support, and maintenance of the app.

This agenda item was submitted by Emily Day, Cypress College, Vice President of Administrative Services.

**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, and Board Policy 6340, Contracts.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding will come from Guided Pathways.

**RECOMMENDATION:** Authorization from the Board of Trustees is requested for the approval of the implementation, support, and maintenance agreement to Modo Labs for \$130,071. Authorization is further requested for the Vice Chancellor, Finance & Facilities or District Director, Purchasing, to issue a purchase order on behalf of the District.

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

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

3.h.4  
\_\_\_\_\_  
Item No.

## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	
<b>DATE:</b>	May 8, 2018	Information	
<b>SUBJECT:</b>	Oracle GoldenGate Software Acquisition	Enclosure(s)	

**BACKGROUND:** In May 2017 the Board approved the acquisition of the Oracle Enterprise Edition which allowed unlimited use of the Oracle database across the District. To assist with management of the Oracle database for Banner and associated systems, data replication and maintenance for the District Data Warehouse project, and data collection and storage for the Adult Education Block Grant requirements, Information Services investigated available tools which would work with the newly acquired Oracle database software. Specifically, the new tool will be used to replicate the production databases for use in the Data Warehouse project and in the building of dashboards, build and replicate the new data to be collected for the Adult Education Block Grant into the Data Warehouse for easy reporting and dashboard development and assist in the management of all Oracle databases including Banner and other associated systems. The tools investigated included Oracle GoldenGate, Talend and SymmetricDS. Talend and SymmetricDS are both open source tools. The tool that was found to be the most comprehensive, performed the necessary functions for all the projects identified and will cause the least impact to the production environment is Oracle GoldenGate in that Oracle GoldenGate will be seamless in near real-time synchronization and replication of the production databases into the Data Warehouse. In comparison to the other open source tools, Talend and SymmetricDS, GoldenGate is able to meet all currently known requirements and provides other database management functions that will be useful as our environment, especially as the number of databases continues to grow. Since this is an Oracle product, as the Oracle database functionality changes, GoldenGate will be maintained to address future database changes. The other tools evaluated caused slower response times in the production environment during use than did the GoldenGate product. Overall, the Oracle GoldenGate tool will help improve data governance and data quality Districtwide and it will also help eliminate shadow database systems.

The costs for the first five years are in the table below:

Item	Year 1	Year 2	Year 3	Year 4	Year 5
One-time Licensing Fee	\$155,150.66	\$0	\$0	\$0	\$0
Annual Support Fees (projected)	\$34,133.15	\$35,157.14	\$36,211.86	\$37,298.21	\$38,417.16
Net New Costs	\$189,283.81	\$35,157.14	\$36,211.86	\$37,298.21	\$38,417.16

Adult Education Block Grant funding will pay for the one-time licensing fee.

This agenda item was submitted by Deborah Ludford, District Director, Information Services.

**How does this relate to the five District Strategic Directions?** This item addresses District Strategic Direction #4: the District will implement best practices related to planning. This item will also assist with the collection of and reporting on the data needed for District Strategic Directions #1: improve rates of completion, #2: elimination of the achievement gap, and #3: improve success rates.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding will be provided from both the Adult Education Block Grant for one-time costs and from the General Fund for ongoing costs.

**RECOMMENDATION:** Authorization is requested to expend \$155,150.66 for the acquisition of Oracle GoldenGate software. The implementation project is scheduled to begin June 1, 2018 and is expected to be completed by August 1, 2018. Authorization is also requested to incur maintenance costs in year one of \$34,133.15 with continued costs at a rate not to exceed a 3% increase each year thereafter. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreements on behalf of the District.

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Fred Williams

Recommended by

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Approved for Submittal

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3.i.2

Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 8, 2018

**SUBJECT:** Parking Fee Increases

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

**BACKGROUND:** Parking Fees are charged to students to support parking services, such as the operation and maintenance of campus parking facilities. The fees are also used to support the Campus safety department operations as it relates to the operations and safety of the parking facilities. Parking fees have been held steady within the District for more than two decades. However, increased costs associated with parking services, including additional safety concerns at community colleges, increased costs of materials, as well as salary and benefit increases over that same period, have made it more difficult to fund the continuous repairs and campus safety operations.

The current cost of a parking permit is \$35 per semester, \$20 for a summer permit, and \$2 for a daily permit. Education code 76360 authorizes the governing board to charge students and employees a fee for parking not to exceed \$50 per semester and \$25 per intersession. Furthermore, the governing board of each community college district annually may increase the parking fee limits by the same percentage increase as the Implicit Price Deflator, rounding up to the next whole dollar.

However, we propose a moderate increase of \$5 per semester and \$1 for a daily permit, with no change to the cost of a summer permit. Accordingly, a proposal was brought forth to the Cypress College Associated Students Council & Fullerton College Student Senate to increase the daily rate from \$2 to \$3 and the semester rate from \$35 to \$40. Associated Students from both campuses voted to support the daily and semester parking fee increases. Thus, all 3 of our campuses, Cypress College, Fullerton College, and North Orange Continuing Education (NOCE) propose to change the fee for a daily rate permit to \$3. Cypress College and Fullerton College propose to change the fee for a semester permit to \$40. NOCE is on a different term schedule and offers a semi-annual permit for its students. The current cost of the permit is \$35 per semi-annual period. NOCE will also be increasing the cost of its permits to \$40.

Furthermore, any students who receive financial assistance pursuant to programs specified in subdivision (g) of Section 76300 of the Education Code shall be exempt from paying more than \$30 per semester.

This agenda item was submitted by Rodrigo Garcia, Vice President, Administrative Services, Fullerton College; Emily Day, Vice President, Administrative Services, Cypress College; Terry Cox, Director, Administrative Services, NOCE

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

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Revenues will be deposited in the Parking Fund and funds will be restricted for parking services as defined by Education code 76360.

**RECOMMENDATION:** Authorization is requested to increase the daily parking fee from \$2 to \$3, beginning in the Fall 2018 semester. Further authorization is requested to increase the Cypress College and Fullerton College semester parking fee and the NOCE semi-annual permit fee from \$35 to \$40, also to begin in the Fall 2018 semester.

Fred Williams

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Recommended by

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Approved for Submittal

3.j.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>	May 8, 2018	Resolution	<u>X</u>
<b>SUBJECT:</b>	Year One Allocation of the CA Guided Pathways Grant	Information	<u>  </u>
		Enclosure(s)	<u>X</u>

**BACKGROUND:** At NOCCCD and across the state, Guided Pathways efforts are focused on helping more of our students - especially low-income, first-generation students and students of color - earn credentials to prepare them for entry into higher-paying, high-demand fields with value in the labor market.

The California Community College Guided Pathways Grant Program under the administration of the Chancellor's Office, is intended to ensure the following:

- Integration of existing student success programs and services
- Building of capacity at community colleges for data analysis, leadership, planning, and implementation related to institutional change
- Development of clearly structured, coherent guided pathways programs for all entering students for purposes of improving student outcomes, reducing time to degree, increasing the ability of students to obtain high-paying jobs

The California state legislature allocated \$150 million over the five-year period (2017 to 2022) for the California Community Colleges to carry out this initiative. The requirements from the State Chancellor's Office for the colleges to receive this funding are:

1. Colleges must attend IEPI training on implementing guided pathways.
2. Colleges must complete self-assessment prior to creating a Guided Pathways multi-year plan.
3. Colleges must use the Guided Pathways funding to implement their multi-year plan.

The two credit colleges and NOCE faculty and staff have attended IEPI trainings on guided pathways; have completed their self-assessment and multi-year plans. The state Chancellor's Office has allocated year one of the five-year funding on Guided Pathways. Even though NOCE's FTE's are included in the allocations for the two credit colleges, there is no explicit allocation to NOCE from the State. Cypress and Fullerton Colleges have decided to share part of their GP allocation with NOCE, so at the District level, for year one of the five-year GP grant, the allocation for Cypress College is \$323,702; for Fullerton College, \$461,302; and for NOCE, \$79,571. The total combined allocation from the State for NOCCCD is \$864,575.

**How does this relate to the five District Strategic Directions?** This item responds to all five District Strategic Directions, particularly those of the District's Strategic Directions that address student completion, student success and eliminating the achievement gap.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** The Guided Pathways grant funding will be used by all entities in NOCCCD to implement the Guided Pathways Multi-year Plans.

**RECOMMENDATION:** Authorization is requested to accept new funding of \$864,575 to implement the Guided Pathways Multi-year Plans. It is further recommended that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg

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Recommended by

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Approved for Submittal

4.a.2

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Item No.

**Cypress College, Fullerton College and North Orange Continuing Education**

**Guided Pathways - Year 1**

**Budget  
July 01, 2017 - June 30, 2018**

<u>OBJECT OF EXPENDITURE</u>					<u>PROPOSED BUDGET</u>
<b>50000 Other Operating Expenses &amp; Services</b>					
	17848	2125	50000	6190	323,702
	17858	5125	50000	6600	461,302
	17868	9702	50000	6190	79,571
	<b>Total Expenses</b>				<b>\$ 864,575</b>
<b>80000 Revenue</b>					
<b>Guided Pathways</b>	17848	2125	86900	6190	323,702
	17858	5125	86900	6600	461,302
	17868	9702	86900	6190	79,571
	<b>Total Revenues</b>				<b>\$ 864,575</b>

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund, for fiscal year 2017-2018, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8699	Other State Revenue	\$ <u>864,575</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
5000	Other Operating Expenses	\$ 864,575
TOTALS		\$ <u>864,575</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA) )  
 ) SS  
 COUNTY OF ORANGE )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on May 8, 2018, and passed by a \_\_\_\_\_ vote of said Board.

\_\_\_\_\_  
 Vice Chancellor, Finance and Facilities

The above transfer approved on the \_\_\_\_\_ day of \_\_\_\_\_.

Al Mijares, Ph.D., County Superintendent of  
 Schools

by \_\_\_\_\_, Deputy

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
		Resolution	<u>X</u>
<b>DATE:</b>	May 8, 2018	Information	<u></u>
		Enclosure(s)	<u>X</u>
<b>SUBJECT:</b>	2017-18 Campus Safety and Sexual Assault Prevention Allocations		

**BACKGROUND:** The California State Legislature approved \$2.5 million dollars of one-time funding in the 2017-18 State Budget to support compliance with state and federal requirements regarding preventing and addressing sexual harassment, including sexual violence, involving a student, both on and off campus. To assist colleges in complying with these mandates, these funds have been distributed to all colleges without condition.

Each college is eligible to receive a base allocation of \$10,000. In addition, each college will receive a percentage of the remaining balance of \$1,350,000 based on total student enrollment per the final 2016-17 Recalculation FTES Report.

The funds under this program must be utilized toward developing policies to address any complaints alleging sexual harassment, including sexual violence by a student, a school employee, or a third party, including, but not limited to procedures to conduct a reliable, impartial investigation; notification processes; timelines to resolve complaints; and protection of the due process rights of an alleged perpetrator. As examples, colleges may expend these funds to meet the mandates of SB 967 or the Violence Against Women Reauthorization Act (VAWA). Districts and colleges are afforded the discretion and flexibility to make spending decisions locally.

For this one-time funding, Cypress College's allocation is \$24,454, Fullerton College's allocation is \$33,611 and NOCE's allocation is \$15,741. The total allocation to all NOCCCD entities is \$73,806.

**How does this relate to the five District Strategic Directions?** This item responds to all five District Strategic Directions, particularly those of the District's Strategic Directions that address student completion, student success and eliminating the achievement gap.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** This one-time funding will be used by all entities in NOCCCD to prevent and address sexual harassment, including sexual violence, involving a student, both on and off campus.

**RECOMMENDATION:** Authorization is requested to accept new funding of \$73,806 to provide services and support to prevent and address sexual harassment, including sexual violence, involving a student, both on and off campus in the 2017-2018 fiscal year. It is further recommended that a resolution be adopted to accept new revenue and authorize expenditures

within the General Fund, pursuant to California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg

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Recommended by

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Approved for Submittal

4.b.2

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Item No.



**Cypress College, Fullerton College and North Orange Continuing Education**

**Campus Safety and Sexual Assault Prevention**

**Budget  
March 2018 - June 2020**

<u>OBJECT OF EXPENDITURE</u>					<u>PROPOSED BUDGET</u>
<b>50000 Other Operating Expenses &amp; Services</b>					
	17878	2300	50000	6790	24,454
	17888	7250	50000	6770	33,611
	17898	9706	50000	6770	15,741
	<b>Total Expenses</b>				<b>\$ 73,806</b>
<b>80000 Revenue</b>					
<b>Campus Safety &amp; Sexual Assault</b>					
	17878	2300	86900	6790	24,454
	17888	7250	86900	6770	33,611
	17898	9706	86900	6770	15,741
	<b>Total Revenues</b>				<b>\$ 73,806</b>

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund, for fiscal year 2017-2018, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8699	Other State Revenue	\$ <u>73,806</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
5000	Other Operating Expenses	\$ 73,806
TOTALS		\$ <u>73,806</u>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA) )  
 ) SS  
 COUNTY OF ORANGE )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on May 8, 2018, and passed by a \_\_\_\_\_ vote of said Board.

\_\_\_\_\_  
 Vice Chancellor, Finance and Facilities

The above transfer approved on the \_\_\_\_\_ day of \_\_\_\_\_.

Al Mijares, Ph.D., County Superintendent of  
 Schools

by \_\_\_\_\_, Deputy



**CYPRESS COLLEGE CURRICULUM  
Board Agenda  
May 8, 2018**

**(DCCC approved April 13, 2018)**

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
COMM 340 C Communication for Mortuary Science Units: 3 Lecture: 3 Laboratory: 0	* Distance Education and Hybrid added	20	The ASCCC's recommendation was to allow for lower seat counts to be determined by the requirements of each of the disciplines for the pilot baccalaureate programs. The maximum seat count of 20 allowed for honors courses is appropriate for the cohort as determined by the mortuary science faculty.	2018 Fall	Distance Education added in consultation with industry advisory committee members.  Designed as an upper division general education course with a significant communication component for the Bachelor of Science Degree in Funeral Service.
KIN 284 C Contemporary Personal Health Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2018 Fall	Change verbiage in catalog description and course content from marriage to partnership

**REVISED DEGREES/CERTIFICATES**

DEGREE		EFF DATE	JUSTIFICATION			
Business Management	<b>Associate in Science Degree in Business Administration for Transfer</b> Required Core Courses are listed in suggested sequence. (19 units)	2018 Fall	Adding MATH 150AC to List A  No total unit change			
	<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>					Units
					Units	
	<table border="1"> <tr> <td>ACCT101 C</td> <td>Financial Accounting</td> <td align="right">5</td> </tr> </table>			ACCT101 C	Financial Accounting	5
	ACCT101 C			Financial Accounting	5	
	<table border="1"> <tr> <td>ACCT102 C</td> <td>Managerial Accounting</td> <td align="right">5</td> </tr> </table>			ACCT102 C	Managerial Accounting	5
	ACCT102 C			Managerial Accounting	5	
	<table border="1"> <tr> <td>ECON100 C</td> <td>Principles of Economics-Macro</td> <td align="right">3</td> </tr> </table>			ECON100 C	Principles of Economics-Macro	3
	ECON100 C			Principles of Economics-Macro	3	
	<table border="1"> <tr> <td></td> <td align="center">or</td> <td></td> </tr> </table>				or	
				or		
	<table border="1"> <tr> <td>ECON100HC</td> <td>Honors Principles of Economics</td> <td align="right">3</td> </tr> </table>			ECON100HC	Honors Principles of Economics	3
	ECON100HC			Honors Principles of Economics	3	
	<table border="1"> <tr> <td>ECON105 C</td> <td>Principles of Economics-Micro</td> <td align="right">3</td> </tr> </table>			ECON105 C	Principles of Economics-Micro	3
	ECON105 C			Principles of Economics-Micro	3	
	<table border="1"> <tr> <td></td> <td align="center">or</td> <td></td> </tr> </table>				or	
				or		
	<table border="1"> <tr> <td>ECON105HC</td> <td>Honors Principles of Economics</td> <td align="right">3</td> </tr> </table>			ECON105HC	Honors Principles of Economics	3
	ECON105HC			Honors Principles of Economics	3	
	<table border="1"> <tr> <td>MGT240 C</td> <td>Legal Environment of Business</td> <td align="right">3</td> </tr> </table>			MGT240 C	Legal Environment of Business	3
MGT240 C	Legal Environment of Business	3				
List A: Select one of the following: (4 units)						
<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>			Units			
		Units				
<table border="1"> <tr> <td>MATH130 C</td> <td>Survey of Calculus</td> <td align="right">4</td> </tr> </table>	MATH130 C	Survey of Calculus	4			
MATH130 C	Survey of Calculus	4				
<table border="1"> <tr> <td>MATH120 C</td> <td>Introduction to Probability and Statistics</td> <td align="right">4</td> </tr> </table>	MATH120 C	Introduction to Probability and Statistics	4			
MATH120 C	Introduction to Probability and Statistics	4				
<table border="1"> <tr> <td>MATH115 C</td> <td>Finite Mathematics</td> <td align="right">4</td> </tr> </table>	MATH115 C	Finite Mathematics	4			
MATH115 C	Finite Mathematics	4				
<table border="1"> <tr> <td>MATH 150AC</td> <td>Calculus I</td> <td align="right">4</td> </tr> </table>	MATH 150AC	Calculus I	4			
MATH 150AC	Calculus I	4				
List B: Select two of the following or any course from List A not already chosen. (6 to 8 units)						
<table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> </table>			Units			
		Units				
<table border="1"> <tr> <td>CIS111 C</td> <td>Computer Information Systems</td> <td align="right">3</td> </tr> </table>	CIS111 C	Computer Information Systems	3			
CIS111 C	Computer Information Systems	3				
<table border="1"> <tr> <td>MGT161 C</td> <td>Introduction to Business</td> <td align="right">3</td> </tr> </table>	MGT161 C	Introduction to Business	3			
MGT161 C	Introduction to Business	3				
<table border="1"> <tr> <td></td> <td align="center">or</td> <td></td> </tr> </table>		or				
	or					
<table border="1"> <tr> <td>MGT211 C</td> <td>Writing for Business</td> <td align="right">3</td> </tr> </table>	MGT211 C	Writing for Business	3			
MGT211 C	Writing for Business	3				
<table border="1"> <tr> <td>Total Units</td> <td></td> <td align="right">29 - 31</td> </tr> </table>	Total Units		29 - 31			
Total Units		29 - 31				

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	X
<b>DATE:</b>	May 8, 2018	Information	
		Enclosure(s)	X
<b>SUBJECT:</b>	Supply Chain Multi Regional Projects in Common #ISPIC (Industry Sector Projects In Common		

**BACKGROUND:** Fullerton College is a sub-recipient of a Regional Strong Workforce Grant, for Supply Chain Multi Regional Projects in Common, in the amount of \$92,000, to be administered in conjunction with Rancho Santiago Community College District. The four colleges of the Orange County Biotechnology Education (OCBE) partnership (Fullerton College, Irvine Valley College, Santa Ana College, and Santiago Canyon College) plan to work collaboratively towards the common goals of improving enrollment and employable skills. We will leverage previous funded projects (website, equipment, distribution system organization, marketing flyers) to build an extended list of biotech-related experiments available to regional schools. Our joint marketing strategy involves biotech Open House events at all colleges, free hands-on experiments with regents labeled with OCBE/college logos, and biotech outreach ambassadors who visit high schools.

A. Biotech Supply Chain Project:

We propose to have the Biotech A: Basic Lab Skills courses at all four colleges produce OCBE reagent kits, so that students gain more manufacturing and quality testing experience. Students in the Intro to Biotech lab course would test the kits and instructions. FC will finalize the design and instructions of these OCBE reagent kits -- including ELISA, Pipetting by Design, DNA extraction, Paternity DNA testing, and CSI DNA testing, and practice gel plates. FC would oversee the distribution of these OCBE-produced kits and equipment to interested high schools, especially targeting the feeder high schools of the four colleges.

B. Promote Biotechnology Programs

We propose to offer six OCBE Biotech workshop/Open House events during the year, rotating through the various colleges. High school and college students can learn basic lab skills and/or do an experiment using an OCBE reagent kit, tour the facility, meet a biotech college faculty and learn about the college program. One faculty would coordinate and supervise the workshops at their college. The workshop assistants would also serve as outreach ambassadors, by attending outreach events and helping with the biotech labs at regional high schools.

**How does this relate to the five District Strategic Directions?** The project specifically supports the District's Strategic Directions (SD) 1 and 5, to improve rates of completion for degrees, certificates, and transfer-readiness (SD#1); and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses (SD#5).

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Fullerton College is a sub-recipient of a Regional Strong Workforce Grant in the amount of \$92,000 in Supply Chain Multi Regional Projects with Rancho Santiago District as the fiscal agent.

**RECOMMENDATION:** In compliance with the Supply Chain Multi Regional Projects in Common proposal, authorization is requested to accept funding in the amount of \$92,000 for use beginning January 15, 2018 through January 15, 2019. It is also requested that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg

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Recommended by

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Approved for Submittal

4.d.2

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Item No.

**Fullerton College**  
**Supply Chain Multi Regional Projects in Common**  
**#ISPIC (Industry Sector Projects in Common)**  
**Budget**  
**Jan 15, 2018 - Jan 15, 2019**

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>				<u>PROPOSED BUDGET</u>
<b>20000 Noninstructional Salaries</b>					
Professional Expert	17298	5485	23400	6010	\$ 10,000.00
Adult Hourly	17298	5485	24100	6010	\$ 42,000.00
<b>30000 Employee Benefits</b>					
Employee Benefits	17298	5485	30000	6010	\$ 16,000.00
<b>40000 Supplies and Materials</b>					
Supplies and Materials	17298	5495	43000	6010	\$ 15,000.00
<b>50000 Other Operating Expenses</b>					
Advertising	17298	5485	52640	6010	\$ 500.00
Promotions	17298	5485	52650	6010	\$ 500.00
Travel	17298	5485	52415	6010	\$ 5,000.00
Hospitality	17298	5485	51950	6010	\$ 3,000.00
	<b>Total Expenses</b>				<b>\$ 92,000.00</b>
<b>80000 Revenue</b>					
Strong workforce Program	17298	5485	86255	6010	\$ 92,000.00
	<b>Total Revenues</b>				<b>\$ 92,000.00</b>



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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund, for fiscal year 2017-2018, pursuant to the California Code of Regulations Title 5, Section 58308;

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

**Fullerton College Supply Chain Multi Regional Projects in Common #ISPIC (Industry Sector Projects in Common**

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8629	Strong Workforce Program - Regional	\$ <u>92,000</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
2300	Noninstructional Salaries, Other	\$ 10,00 0
2400	Instructional Aides, Other	\$ 42,000
3100	Employee Benefits	\$ 16,000
4000	Supplies & Materials	\$ 15,00 0
5000	Other Operating Expenses	\$ <u>9,000</u>
	<b>TOTALS</b>	<b>\$ <u>92,000</u></b>

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)  
 ) SS  
 COUNTY OF ORANGE )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on May 8, 2018, and passed by a \_\_\_\_\_ vote of said Board.

\_\_\_\_\_  
 Vice Chancellor, Finance and Facilities

The above transfer approved on the \_\_\_\_\_ day of \_\_\_\_\_

Al Mijares, Ph.D., County Superintendent of Schools

by \_\_\_\_\_, Deputy

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 8, 2018

**SUBJECT:** Strategic Partner Agreement between  
University of Redlands and Fullerton  
College/NOCCCD

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

**BACKGROUND:** Fullerton College is entering into an educational partnership agreement with the University of Redlands to provide two onsite bachelor's degree programs at Fullerton College:

- a) 60 unit Bachelor of Science in Business (BSB)
- b) 60 unit Bachelor of Science in Management (BSM)

This agreement between the University of Redlands and Fullerton College establishes a mutually beneficial education agreement whereby Fullerton College students and graduates have both opportunities and pathways to pursue bachelor's degrees at the location where they have already established academic success. The University of Redlands seeks to deliver its undergraduate degree completion program(s) to Fullerton College students and graduates onsite in classrooms provided by Fullerton College. This agreement was developed with input from faculty and staff.

The University of Redlands will provide different types of discounts to Fullerton students as well as benefit-eligible employees, spouses and domestic partners of Fullerton College. Because of the nature of this agreement these discounts are extended to all North Orange County Community College District students and benefit-eligible employees.

This agenda item was prepared by Dr. José Ramón Núñez, Vice President, Instruction, Fullerton College.

**How does this relate to the five District Strategic Directions?** This item responds to all five District Strategic Directions from student completion to reducing the achievement gap to student success in pathways to planning best practices to community partnerships.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** This item has no financial impact.

**RECOMMENDATION:** It is recommended that the Board receive as information the Strategic Partner Agreement between University of Redlands and Fullerton College/NOCCCD.

### Community College Agreement: Employee & Student

This Memorandum of Understanding (MOU) between the University of Redlands (herein referred to as “Redlands”) and Fullerton College (herein referred to as “Fullerton”) and North Orange County Community College District (herein referred to as “NOCCCD”) documents the commitment of both parties to enter into a mutually beneficial education and training agreement.

Through this agreement, Redlands offers discounted tuition, customized education and training opportunities, special events and other benefits to Fullerton students as well as benefit-eligible employees, spouses and domestic partners of Fullerton.

This agreement includes the tuition discount (outlined below) to Fullerton College students who transfer directly to the University of Redlands School of Business and attend one of Redlands regional campus locations, as well as those taking courses through the Fullerton-Redlands Bachelor’s Degree Program held on-site at Fullerton College.

Fullerton College offers opportunities for Redlands to promote programs and recruit students. Such promotion and recruitment may include on-site information meetings, education fairs, and advertisements as approved by Fullerton; use of Fullerton Partner designation in Redlands printed materials and on the Redlands website; and other means of promotion and recruitment mutually supported by Redlands and Fullerton.

#### **Discounts:**

##### School of Business

Fullerton students who have earned at least 21 credits at Fullerton and transfer into the **Fullerton-Redlands Bachelor’s Degree Program offered on-site at Fullerton** or who enroll at any of the school’s locations shall receive a 30% discount. Fullerton employees, spouses and domestic partners of employees shall receive a 30% tuition discount for all programs offered by the School of Business.

##### School of Continuing Studies

Fullerton students, employees, spouses and domestic partners of employees shall receive a discount of 10% for courses or programs offered by the School of Continuing Studies (students enrolling in continuing studies courses must contact the School of Continuing Studies office prior to registration).

##### School of Education

Fullerton employees, spouses and domestic partners of employees shall receive a 15% tuition discount for all graduate programs offered by the School of Education.

*Tuition discounts may not exceed 30%*

**Program Delivery:** Each course and program has unique requirements, and prospective students should examine all requirements before registering.

**Academic Policies:** All policies stated in the current *University of Redlands Catalog* apply. These policies pertain to graduation requirements, academic honesty, withdrawal, re-enrollment, grade disputes and other policies important to all students undertaking degree work at the University of Redlands.

**Application, Admission and Registration Requirements:** Where applicable, students must meet all current application, admission and registration requirements.

**Verification of Employment Status:** Redlands may, at any time, require verification of current employee status of any Fullerton student receiving the above listed discounts. Verification must be supplied directly from Fullerton, not the student.

**Transcripts:** Where applicable, prospective undergraduate students must provide official transcripts from each college or university ever attended. Prospective graduate students must provide an official transcript from each institution from which they earned a degree.

**Tuition and Fees:** Tuition and fees are charged according to the *University of Redlands Catalog* in effect at the time of the student's enrollment. Tuition and fees are subject to change.

Additional Fees:            Student Services fee is \$30 per course  
   Matriculation fee (added to first course) is \$150  
   Textbook costs vary by course and instructor

\*Tuition and fees are subject to annual increases, but 30% discount applies throughout.

**Payments and Billing Statements:** Students enrolled in the School of Business or School of Education are billed directly by Redlands for tuition and fees. Students are responsible for submitting payment within 45 days and are solely liable for payment of all tuition and fees regardless of financial aid or Fullerton tuition remission/reimbursement policies. Students enrolled in the School of Continuing Studies are required to pay for courses before attending their first class.

#### **FACILITIES**

Fullerton College will provide adequate classroom space at its facilities, to conduct the instructions and do so without charge to Redlands or students. Redlands agrees to maintain and safeguard Fullerton's premises. Fullerton warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.

Fullerton facilities may be used subject to mutual agreement by the parties via the submission of a Fullerton College - University of Redlands Pre-Approval for Facility Use – Course Offerings form (ExhibitA). University of Redlands agrees to complete and submit the form for each course offering (Exhibit A).

For any other events outside of the classroom, Redlands will consult with the appropriate Fullerton College Administrator and through mutual agreement, Fullerton will facilitate securing the event through Master Calendar regular processes and procedures without charge.

#### **INDEMNIFICATION**

Redlands agrees to and shall indemnify, save and hold harmless Fullerton and NOCCCD and its governing board, officers, employees, administrators, independent contractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgements, arising out of Redlands performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of Redlands, its officers, employees, independent contractors, subcontractors, agents and other representatives.

Fullerton and NOCCCD agrees to and shall indemnify, save and hold harmless Redlands and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgements, arising out of NOCCCD and Fullerton's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the NOCCCD and Fullerton, its officers, employees, independent contractors, subcontractors, agents and other representatives.

#### **INSURANCE**

Redlands, in order to protect the NOCCCD, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident/THREE MILLION DOLLARS (\$3,000,000) aggregate, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name Fullerton College and NOCCCD, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including a separate endorsement shall be furnished to Fullerton and to NOCCCD.

For the purpose of Workers' Compensation, Redlands shall be the "primary employer" for all its personnel who perform services as instructors and support staff. Redlands shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective Redlands personnel made in connection with performing services and receiving instruction under this Agreement. Redlands

agrees to hold harmless, indemnify, and defend Fullerton College and NOCCCD, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by Redlands personnel connected with providing services under this Agreement. Redlands is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the Redlands.

**MOU EXPIRATION**

The initial term of this agreement is (3) years, and shall automatically renew thereafter for successive one year periods by executing a new agreement. Either party may terminate this agreement upon 30 days written notice, which termination may be affected any time after the initial three-year term.

**ENTIRE AGREEMENT**

This MOU contains all of the agreements and understandings relating to this educational partnership and obligations between Fullerton and Redlands in connection therewith and neither party and no agent thereof has made or is making, and neither party in executing and delivering this MOU is relying upon, any warranties, promises or agreements, except as set forth in this MOU. All understandings and agreements heretofore between Fullerton and Redlands relating to educational programs are merged in this MOU, which alone fully and completely express their agreement.

**REDLANDS CONTACT**

For all issues regarding this MOU, please contact the Associate Vice President for Enrollment Management, 1200 E. Colton Avenue, Redlands, CA 92373-0999, (909) 748-8739.

**FULLERTON CONTACT**

For all issues regarding this MOU, please contact the Vice President for Instruction, 321 E. Chapman Avenue, Fullerton, CA 92831, (714) 992-7030.

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**Agreed**

**Agreement effective academic years 2018 – 2019, 2019 – 2020, and 2020 – 2021. Executed on April, 4, 2018.**

**For the University of Redlands:**

\_\_\_\_\_

Date: \_\_\_\_\_

Nancy C. Svenson  
AVP for Enrollment Management  
Nancy\_Svenson@redlands.edu

**For Fullerton College:**

\_\_\_\_\_

Date: \_\_\_\_\_

Greg Schulz, Ed.D.  
President, Fullerton College

Address:

321 East Chapman Avenue  
Fullerton, CA 92832

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** May 8, 2018 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
**SUBJECT:** Academic Personnel Enclosure(s) X

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

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

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

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

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

Irma Ramos

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

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

5.a.1

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



Academic Personnel  
May 8, 2018

CHANGE IN RETIREMENT DATE

Klein, Margaret	CC	Reading Instructor From: 06/01/2018 To: 05/28/2018 PN CCF888
Takahashi, Kazuyo	CC	Foreign Language Instructor From: 06/30/2018 To: 05/28/2018 PN CCF792

PHASE-IN RETIREMENTS

Jianto, Susana	CC	CIS Instructor From: Fall Sem. 60%/Spring Sem. 60% To: Fall Sem. 100%/Spring Sem. 100% Eff. 08/16/2018 PN CCF897
Lujan, Zaida	NOCE	NC Counselor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 80%/Spring Sem. 80% Eff. 07/01/2018 PN SCF988
Phillips, Eileen	NOCE	NC Instructor, High School From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 50%/Spring Sem. 50% Eff. 09/07/2018 PN SCF990
Rivera Tweedie, Giana	NOCE	NC Counselor From: Fall Sem. 88%/Spring Sem. 88% To: Fall Sem. 85%/Spring Sem. 85% Eff. 07/01/2018 PN SCF991
Sallade, Douglas	CC	Air Cond/Refrig Instructor From: Fall Sem. 100%/Spring Sem. 100% To: Fall Sem. 60%/Spring Sem. 100% Eff. 08/16/2018 PN CCF811

Academic Personnel  
May 8, 2018

Vincent, Susan                      FC      Counselor  
From: Fall Sem. 100%/Spring Sem. 100%  
To: Fall Sem. 80%/Spring Sem. 80%  
Eff. 07/01/2018  
PN FCF708

RESIGNATION

Hubbard, Vaniethia                      NOCE    Dean, Instruction and Student Services  
Eff. 06/29/2018  
PN SCM991

NEW PERSONNEL

Truong, Phat                      FC      Accounting Instructor  
First Year Probationary Contract  
Class B, Step 1  
Eff. 08/16/2018  
PN FCF617

EXTENSION OF TEMPORARY MANAGEMENT CONTRACTS

Gyurindak, Katalin                      NOCE    Interim Director, ESL/Citizenship  
Range 24, Column B (100%)  
Management Salary Schedule  
Eff. 07/01/2018-06/30/2019

CHANGE IN SALARY CLASSIFICATION

Eng, Sit-Yuen                      CC      Mathematics Instructor (ADJ)  
From: Column 1, Step 1  
To: Column 3, Step 1  
Eff. 01/29/2018

ADDITIONAL DUTY DAYS @ PER DIEM

Afra, Maha	CC	Director, Dance Production Performance	8 days
Coronado, Michael	CC	Campus Student Newspaper Advisor	6 days
Gopar, Gary	CC	Director of Jazz/Swing Band	11 days
		Director of Concert Band, Vocal Jazz Ensemble, and Chamber Singers	4 days
		Director of Master Chorale and Jazz Ensemble	1 day

Academic Personnel  
May 8, 2018

Hormel, Jim	CC	Theater Tech Director Artistic Director-Resident Theater Director of Drama/Musical Production	7.5 days 5.5 days 3 days
Hurdle, Terra	CC	Director of Master Chorale and Jazz Ensemble	5 days
Majarian, Mark	CC	Theater Tech Director Artistic Director-Resident Theater Director of Drama/Musical Production	7.5 days 5.5 days 3 days
McMillan, Marcus	CC	Director of Concert Band, Vocal Jazz Ensemble, and Chamber Singers	4 days

LEAVE OF ABSENCE

Ortega, Ryan	CC	Nursing Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/13/2018-03/23/2018	
Troop, Jane	FC	Business Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/13/2018-04/03/2018	

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2018 SPRING SEMESTER,  
TRIMESTER

Franco, Arnold	CC	Column 1, Step 1	
Pope, Catherine	NOCE	Column 1, Step 1	

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Grande, Jolena	CC	Director of Mortuary Science & BDPP Class E, Step 24 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/01/2018-08/16/2018	
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Academic Personnel  
May 8, 2018

Mitts, Teri Lynn	CC	Director of Sonography & Radiology Class D, Step 31 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/01/2018-08/16/2018
Pacheco, Elizabeth	CC	Director of Dental Assisting Class D, Step 19 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/01/2018-08/16/2018
Ramos, Jaime	CC	Director of Psychiatric Technology Class E, Step 18 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/01/2018-08/16/2018
Velasco, Kendra	CC	Director of Dental Hygiene Class E Step 14 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 06/01/2018-08/16/2018

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** May 8, 2018 Resolution \_\_\_\_\_  
**SUBJECT:** Classified Personnel Information \_\_\_\_\_  
Enclosure(s) X

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

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

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

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

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

Irma Ramos

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

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

5.b.1  
\_\_\_\_\_  
Item No.

Classified Personnel  
May 08, 2018

CHANGE IN RETIREMENT DATES

Ha, Jacqueline	CC	Financial Aid Technician (100%) From: 05/24/2018 To: 06/01/2018 PN CCC932
Hagstrom, Greg	AC	District Mailroom Coordinator (100%) From: 05/04/2018 To: 05/05/2018 PN DEC938
Jurado, Jerry	NOCE	Testing & Assessment Specialist (100%) From: 05/10/2018 To: 05/11/2018 PN SCC963
Lees, Michael	AC	Courier (100%) From: 07/31/2018 To: 08/01/2018 PN DEC964
Oropeza, Elaine	FC	Financial Aid Technician 12-month position (100%) From: 05/24/2018 To: 05/25/2018 PN FCC819

PROBATIONARY RELEASE

@01120921	FC	11-month position (100%) Eff. 04/20/2018 PN FCC706
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NEW PERSONNEL

Abouzeid, Salim	CC	Facilities Custodian I 12-month position (100%) Range 27, Step A + 10% Shift Classified Salary Schedule Eff. 05/09/2018 PN CCC817
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Classified Personnel  
May 08, 2018

Mayorga, Adalberto      CC      Driver/Skilled Mechanic Assistant  
12-month position (100%)  
Range 34, Step C  
Classified Salary Schedule  
Eff. 05/21/2018  
PN CCC697

Tsubaki, Leslie      AC      Executive Assistant III  
12-month position (100%)  
Range 30C, Step B  
Confidential Salary Schedule  
Eff. 05/21/2018  
PN DEN992

PROMOTION

Ramirez, Ray      CC      Facilities Custodian I  
12-month position (100%)  
PN CCC867

To:    CC Facilities Custodian II  
12-month position (100%)  
Range 28, Step B + 10% Longevity  
Classified Salary Schedule  
Eff. 05/09/2018  
PN CCC788

VOLUNTARY CHANGES IN ASSIGNMENT

Gomez, Edgar      FC      Health Services Assistant (100%)

Permanent Increase in Months Employed  
From: 10 months  
To:    11 months  
Eff. 07/01/2018  
PN FCC945

Riffle, Robert      CC      Manager, Maintenance and Operations (100%)

Temporary Change in Assignment  
To:    CC Interim Director, Physical Plant & Facilities  
12-month position (100%)  
Range 25, Column A  
Management Salary Schedule  
Eff. 07/01/2018 – 08/17/2018

Classified Personnel  
May 08, 2018

Young, Lynette	CC	Administrative Assistant II (80%)  Temporary Increase in Months and Percent Employed From: 10-month, 80% To: 12-month, 100% Eff. 06/01/2018 – 06/30/2018
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LEAVES OF ABSENCE

Coggi, Anita	FC	Administrative Assistant II (100%) Military Leave With Pay (USERRA) Eff. 03/22/2018 – 03/23/2018
Fangmeyer, Daniel	CC	HVAC Mechanic I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/13/2018 -- 04/03/2018 (Consecutive Leave)
Holguin, Rae Lynn	NOCE	Admissions and Records Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/11/2018 -- 10/11/2018 (Intermittent Leave)
Pickler, Kirk	CC	Instructional Assistant/Visual Arts (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Until Exhausted; Unpaid Thereafter Eff. 04/16/2018 -- 07/01/2018 (Consecutive Leave)



**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES

**DATE:** May 8, 2018

**SUBJECT:** Professional Experts

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

**BACKGROUND:** Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts  
May 8, 2018

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Chavez, Araceli	NOCE	Technical Expert I	Love & Logic Workshops and Curriculum	26	05/01/2018	06/30/2018
Diep, Christie	CC	Project Manager	English Department A.C.C.E.S.S. Program	10	04/26/2018	06/30/2018
Feo, Andrew	FC	Project Coordinator	Incite-Academic Support for Student Athletes	26	05/01/2018	06/29/2018
Fouquette, Danielle	FC	Technical Expert II	Accreditation Writing Team Lead	40	04/23/2018	06/30/2018
Henderson, Angela	FC	Project Manager	Manage Online Teaching Certificate Program	25	06/08/2018	06/30/2018
Johnstone, Deborah	NOCE	Project Coordinator	SoCal Sheet Metal JATC	26	05/02/2018	05/17/2018
McCloskey, Daphne	FC	Project Expert	Web Design	7	02/16/2018	04/26/2018
Mora, Denise	NOCE	Project Manager	CTE Career Pathways and Perkins Grant	26	05/07/2018	06/29/2018
Nakanishi, Makoto	FC	Project Expert	Scuba Safety Diver	12	03/28/2018	06/30/2018
Powell, Linh	NOCE	Project Manager	EL Civics Data	26	05/09/2018	06/30/2018
Reinke, Keryl	FC	Technical Expert II	Optitex Training	20	03/26/2018	03/30/2018
Stephens, Daniel	CC	Project Coordinator	Gallery Curator	26	04/30/2018	06/15/2018
Thompson, Alisia	CC	Technical Expert II	Teacher Preparation Pipeline Grant	26	04/02/2018	05/02/2018
To, Thang	CC	Technical Expert II	Student Success and Support Program Budget Advisor	26	04/20/2018	06/30/2018
Watkins III, Charles	FC	Project Expert	Umoja Outreach Coordinator	20	03/14/2018	06/30/2018

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** May 8, 2018  
**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

5.d.1

Item No.

Hourly Personnel  
May 08, 2018

Short-Term Hourly

<b>Name</b>	<b>Site</b>	<b>Title and Description of Service</b>	<b>Begin</b>	<b>End</b>	<b>Grade/Step</b>
Diaz, Oscar	CC	Tech/Paraprof - Assist in CTE with outreach program	05/09/18	06/04/18	TE B 4
Domingo, Diana	AC	Clerical/Secretarial – Assist in District Professional Development	05/07/18	05/25/18	TE A 3
Escapite, Morgan	FC	Clerical/Secretarial - Assist for Photo ID for Student Activities	05/22/18	06/30/18	TE A 2
Gavarini, Nathalie	FC	Clerical/Secretarial - Assist in Pathway Transformation Initiative	05/09/18	06/30/18	TE B 1
Glennie, Megan	FC	Tech/Paraprof - Athletic Program Assistant	05/09/18	06/30/18	TE H 4
Jones ,Crystal	FC	Tech/Paraprof - On-call theater crew for campus productions	05/09/18	06/30/18	TE I 3
Silver, Nathan	FC	Tech/Paraprof - Athletic Program Assistant	05/09/18	06/30/18	TE H 4
Tomicic, Filip	FC	Tech/Paraprof - Athletic Program Assistant	05/09/18	06/30/18	TE H 4
Viveros, Emily	FC	Tech/Paraprof - On-call theater crew for campus productions	05/09/18	06/30/18	TE A 1

Full Time Students and Work Study

<b>Name</b>	<b>Site</b>	<b>Title and Description of Service</b>	<b>Begin</b>	<b>End</b>	<b>Grade/Step</b>
Garcia, Alondra	CC	Full-time Student - Assist in Health Science Computer Lab	04/23/18	05/25/18	TE A 1
Naranjo, Danielle	FC	Work Study Student- Assist in Admission and Records Office	04/25/18	06/30/18	TE A 1

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** May 8, 2018  
**SUBJECT:** Volunteers

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel  
May 8, 2018

<b>Name</b>	<b>Site</b>	<b>Program</b>	<b>Begin</b>	<b>End</b>
Curtis, Stan	FC	Cosmetology - Time Keeping Systems	04/17/2018	06/30/2018
Davisson, Marissa	FC	Internship-Student Services EOPS	08/25/2018	12/14/2018
Harrison, Lisa	CC	Veteran's Administration Work Study	05/04/2018	05/04/2018
Hernandez, Lazaro	FC	Volunteer- Technological CAD classes	04/06/2018	06/30/2018
Moreno, Maria	FC	Internship- EOPS Program	04/25/2018	05/07/2018
Simms, Garrett	NOCE	DSS - Personal Care Attendant	04/09/2018	06/29/2018
Zavaleta, Yesenia	NOCE	DSS – Personal Care Attendant	04/19/2018	06/29/2018

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	May 8, 2018	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Chapter 6, Business and Fiscal Affairs Revised Board Policy 6320, Investments	Enclosure(s)	<u>    X    </u>

**BACKGROUND:** Section 3.2 of Board Policy 6320, Investments, delegates investment authority to the Vice Chancellor, Finance and Facilities, for a one-year term, subject to review and renewal. Board Policy 6320 was originally adopted on February 12, 2002 and last revised on May 9, 2017. Section 3.2 of the policy states:

The Board of Trustees delegates investment authority to the Vice Chancellor, Finance and Facilities, for a one-year term. Subject to review, this delegation may be renewed pursuant to this section each year. The Chancellor is ultimately responsible for compliance with this policy. The District may employ the services of a Registered Investment Advisor (“Advisor”) for implementing the policy. This policy will be reviewed and approved at least annually by the Board.

**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 in accordance with Board Policy 2410, Board Policies and Administrative Procedures, and Board Policy 6320, Investments.

**FUNDING SOURCE AND FINANCIAL IMPACT:** This item is to re-adopt the revised Investment Policy which would govern all District investments, with the exception of the OPEB Irrevocable Trust.

**RECOMMENDATION:** It is recommended that the Board re-adopt Board Policy 6320, Investments.

Cheryl Marshall  
Recommended by

Approved for Submittal

6.a.1  
Item No.

## **BP 6320 Investments**

Reference:

**Government Code Section 53600 et seq.**

- 1.0 **Investment Philosophy:** It is the policy of the North Orange County Community College District ("District") to invest surplus monies not required for immediate necessities in a manner which will provide the maximum security of principal invested with secondary emphasis on achieving the highest yield while meeting the daily cash flow needs of the District and conforming to all applicable State and County statutes governing the investment of public funds.
- 1.1 All District funds adhere to this policy, with the exception of the Other Post Employment Benefit Irrevocable Trust, that was established to fund retiree health benefits, and that is governed by a separate Investment Policy Statement which is available on the District website.
- 2.0 **Objectives:** The primary objectives, in priority order, of the District's investment activities shall be:
- 2.1 Safety of Principal: Safety of principal is the foremost objective of the District. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
- 2.2 Liquidity: Liquidity is the second most important objective of the District. The District's investments will be sufficiently liquid to enable it to meet all operating requirements that might be reasonably anticipated. "Liquidity" refers to the ability to sell at any given moment with a minimal chance of losing some portion of principal or interest.
- 2.3 Yield: Yield is the third most important objective of the District. The District's investments shall be designed to attain a short-term current market rate of return throughout budgetary and economic cycles.
- 3.0 **Delegation of Authority:**
- 3.1 The Board of Trustees of the North Orange County Community College District ("the Board") is responsible for establishing the investment policy and ensuring investments are made in compliance with this policy. The Investment Committee is charged with the responsibility of renewing the investment policy and recommending modifications to the Board.
- 3.2 The Board of Trustees delegates investment authority to the Vice Chancellor Finance and Facilities for a one-year term. Subject to review, this delegation may be renewed pursuant to this section each year. The Chancellor is ultimately responsible for compliance with this policy. The District may employ the services of a Registered Investment Advisor ("Advisor") for implementing the policy. This policy will be reviewed and approved at least annually by the Board.



## **BP 6320 Investments**

### **4.0 Prudence:**

4.1 The standard of prudence to be used in the investment function shall be the “prudent investor” standard and shall be applied in the context of managing the overall portfolio. This standard states “investment shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as the expected income to be derived.”

4.2 The Chancellor, Vice Chancellor Finance & Facilities, or the Advisor, acting in accordance with written procedure and this policy, shall not be held personally liable for a specific security’s credit risk or market price change, provided that any unexpected deviations are reported in a timely manner and that appropriate action is taken to control adverse developments.

5.0 **Ethics and Conflicts of Interest:** Trustees, employees and investment officials involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Trustees, employees and investment officials shall disclose any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment position that could be related to the performance of the District’s portfolio.

6.0 **Authorized Investments:** To the extent not inconsistent with the objectives stated above and Investment Restrictions outlined below, all monies shall be invested according to the following guidelines:

6.1 Fund Segmentation: Given the various natures of the Fund’s obligations, a certain portion of the Fund should be allocated to a short duration/maturity fixed income portfolio while the remainder should be invested with an objective of higher, longer-term returns. The Fund’s allocation to the short duration/maturity fixed income portfolio should be conservatively based on an actuarial assessment of the Fund’s expected cash needs for withdrawals and benefits. The Chancellor, Vice Chancellor Finance and Facilities and the Board should review this allocation at least annually. Guidelines and restrictions for each approved investment portion are described below.

6.2 Maximum Maturity. Restrictions of the maximum maturity will vary on the different styles employed:

6.2.1 Short Duration/Maturity Fixed Income: Investments in the short duration/maturity portfolio are subject to a maximum stated term of three years. Term or tenure shall mean the remaining time to maturity when purchased.

## **BP 6320 Investments**

6.2.2 Core Fixed Income: Investments in the core fixed income style are restricted to five year terms to maturity. Term or tenure shall mean the remaining time to maturity when purchased.

### 6.3 Permitted Investments:

6.3.1 State of California Local Agency Investment Fund (LAIF): LAIF is a pooled fund managed by the State Treasurer whose permitted investments are identified in the Government Code Section 16429.2.

6.3.2 Orange County Investment Pool (OCIP): Orange County Treasury Investment Pool is managed by the Orange County Treasurer whose permitted investments are identified in Government Code 53600, et.seq.

6.3.3 U.S. Treasuries: United States Treasury notes, bonds, bills, or certificates of indebtedness, for which the full faith and credit of the United States are pledged for the payment of principal and interest.

6.3.4 Federal Agencies: Obligations, participations, or other instruments, including those issued by or guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

6.3.5 Corporate Notes: Corporate and depository institution debt securities issued by corporations organized and operating within the United States or depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated "A" or better. The maximum remaining maturity shall be five years or less and shall not exceed 30% of the District's investments. Furthermore, no more than 10% is to be invested in any one company.

6.3.6 Asset-Backed Securities: Any mortgage pass-through security, collateralized mortgage obligation, or other pay through bond, equipment lease-backed certificate, or consumer receivable pass-through certificate, consumer receivable back bond. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided for by a nationally recognized rating service. For maturity purposes the average life of the securities return of principal will be used as the implied maturity and will not exceed five years. The investments shall not exceed 20% of the District's investments.

6.3.7 Commercial Paper: Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions: (1) Is organized and operating in the United States as a general corporation, (2) has total assets in excess of five hundred million dollars

## **BP 6320 Investments**

(\$500,000,000), and (3) has debt other than commercial paper, if any, that is rated "A" or higher by a nationally recognized statistical-rating organization; or (1) Is organized within the United States as a special purpose corporation, trust, or limited liability company, (2) has program-wide credit enhancements including, but not limited to, over-collateralization, letters of credit, or surety bond, and (3) has commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical-rating organization (NRSRO). Eligible paper shall have a maximum maturity of 270 days or less. The District shall not invest more than 25% of their money in eligible commercial paper. Furthermore, the District shall not purchase more than 10% of the outstanding commercial paper of any single issuer.

- 6.3.8 Negotiable Certificates of Deposit: Negotiable certificates of deposit issued by a nationally or state-chartered bank or state or federal association with total assets of at least one billion dollars or by a state-licensed branch of a foreign bank, provided such foreign bank is one of the 75 largest foreign banks in terms of total assets. The investments shall not exceed 30% of the District's investments.
- 6.3.9 Repurchase Agreements: Investments in repurchase agreements (pursuant to section 53601(i) "repurchase agreement") means a purchase of securities pursuant to an agreement by which the seller will repurchase the securities on or before a specified date and for a specified amount and will deliver the underlying securities to the District by book entry, physical delivery, or by third party custodial agreement. The term of repurchase agreements shall be for one year or less. The term "securities" for the purposes of repurchase agreements shall mean securities issued or guaranteed by the U.S. Government and its agencies or instrumentalities. The Investment Restrictions enumerated below shall further limit such securities. With respect to any repurchase agreement the District will require the seller to maintain the market value of such securities that underlie the repurchase agreement at 102% of the repurchase price (including accrued interest). Furthermore, the investments provided should have certain standards of qualifications (i.e. the highest short-term rating or AA rating).
- 6.3.10 Bankers Acceptances: Known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers acceptances may not exceed 180 days maturity or 40 percent of the District's money that may be invested pursuant to this section. However, no more than 10 percent of the District's money may be invested in the bankers acceptances of any one commercial bank pursuant to this section.
- 6.3.11 Money Market Fund: Shares of beneficial interest issued by diversified management companies that are money market funds registered with the

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Securities and Exchange Commission under the Investment Company Act of 1940.

6.3.12 If additional types of securities are approved for investment by public funds by State Statute, they will not be eligible for investment by the District until this policy is amended and the amendment is passed by the Board. (Calif. Govt. Code Sect 53600, et.seq.)

6.4 Investment Restrictions And Prohibited Transactions. The following types of transactions are restricted or prohibited:

6.4.1 Borrowing for investment purposes (“Leverage”) is prohibited.

6.4.2 Reverse Repurchase Agreements, as defined by California Government Code Sections 53601(i) and 53636(i) or otherwise are prohibited.

6.4.3 The District shall not invest in instruments known as Structured Notes (e.g. inverse floaters, range notes, mortgage-derived, interest-only strips, leveraged floaters, structured certificate, or deposit, equity-linked securities) or any security that could result in zero interest accrual if held to maturity. Investment in any instrument which is commonly considered a “derivative” instrument (e.g. options, futures, swaps, caps, floors, collars) is prohibited.

6.4.4 No more than 10% of total assets may be invested in securities of any one issuer with the exception of LAIF, the OCIP or obligations of the U.S. Government and its agencies or instrumentalities.

6.4.5 All investments will be U.S. dollar denominated.

6.4.6 Securities that are downgraded below the minimum acceptable rating levels should be reviewed for possible sale within a reasonable amount of time following a downgrade.

7.0 **Diversification:** It is the policy of the District to diversify its investment portfolio. Within each investment style, invested funds shall be diversified to minimize the risk of loss resulting from over concentration of assets in a specific maturity, specific issuer, or specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

- 7.1 State of California Local Agency Investment Fund (LAIF) 100%
- 7.2 Orange County Investment Pool 100%
- 7.3 U.S. Treasuries and securities having principal and interest guaranteed by the U.S. Government 100%

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7.4	U.S. Government agencies, instrumentalities and government sponsored enterprises	no more than 50%
7.5	Corporate notes	no more than 30%
7.6	Asset-backed securities	no more than 20%
7.7	Commercial Paper	no more than 25%
7.8	Fully insured or collateralized CD's	no more than 30%
7.9	Negotiable Certificates of Deposit	no more than 30%
7.10	Repurchase Agreements	no more than 50%
7.11	Bankers Acceptances	no more than 40%
7.12	Money Market Fund	no more than 10%
7.13	The Chancellor, Vice Chancellor Finance and Facilities, or the designated investment advisor shall also be required to diversify maturities, and to the extent possible, will attempt to match investments with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk.	

**8.0 Authorized Financial Dealers And Institutions:**

- 8.1 The Chancellor, Vice Chancellor Finance and Facilities, or Investment Advisor may place orders for the execution of transactions with or through such brokers, dealers, banks and repurchase agreement counterparties as may be selected from an approved list of broker/dealers.
- 8.2 The District or the Advisor shall maintain a list of broker/dealers that are authorized to provide investment services to the District. Institutions shall provide their most recent "Consolidated Report of Condition" (call report) at the request of the District. At a minimum, the District or the Advisor shall conduct an annual evaluation of each institution's creditworthiness to determine whether it should be on the "Qualified Institution" listing.

**9.0 Performance Evaluation:**

- 9.1 The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles commensurate with the investment risk constraints and the cash flow needs of the District.
- 9.2 The District shall maintain an active investment strategy. Given this strategy, the basis used by the Vice Chancellor Finance and Facilities to determine whether

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market yields are being achieved shall be to identify a comparable benchmark upon establishing the structure of the portfolio.

**10.0 Reporting:**

10.1 The Chancellor, Vice Chancellor Finance and Facilities, and the Advisor shall submit a monthly list of transactions to the Board of Trustees and quarterly reports to the Investment Committee and the Board of Trustees. The quarterly report shall state compliance of the portfolio to the statement of investment policy or the manner in which the portfolio is not in compliance.

10.2 The monthly reports shall include the type of investment, issuer, date of maturity, par and dollar amount invested on all securities, market value as of the date of the report, and shall include the source of this same valuation.

**11.0 Safekeeping and Custody:** All funds managed by an investment advisor shall be held by a third party custodian. All security transactions, including collateral for repurchase agreements, entered into by the District shall be conducted on a delivery-versus-payment (DVP) basis. All securities will be held by a third-party custodian except for LAIF, OCIP and money market fund because these securities are not deliverable. The Treasurer shall maintain evidence of delivery. Securities shall be held by a third party custodian designated by and approved by the Investment Committee. The third party custodian shall be required to issue a safekeeping statement to the District listing the specific instrument, rate, maturity and other pertinent information.

**12.0 Collateralization:** In order to anticipate market changes and provide a level of additional security for all funds, collateralization shall be required on the following types of investments:

12.1 Repurchase Agreements: For repurchase agreements, the minimum collateralization level shall be 102% of the market value of principal and accrued interest.

**13.0 Bond Proceeds:** The investment of bond proceeds shall be governed by the bond documents relevant to each specific bond issuance and the County Investment Policy Statement. If the bond documents are silent as to permitted investments, then this policy shall govern the investment of bond proceeds. In such case, Guaranteed Investment Contracts (GICs) shall be deemed permitted investments, solely for the purpose of bond proceeds and shall be limited in the following manner (1) investment agreements with providers with claims-paying, financial strength, or whose obligations are fully guaranteed by a company, rated at least "AA-" and "Aa3" by S&P and Moody's, respectively or (2) collateralized investment agreements with providers with claims-paying, financial strength, or whose obligations are fully guaranteed by a company, rated at least "A-" and "A3" by S&P and Moody's, respectively.

**Date of Adoption:** May 9, 2017 Re-adopted

**BP 6320 Investments**

May 13, 2014 Re-adopted

May 14, 2013 Re-adopted

May 8, 2012 Re-adopted

April 26, 2011 Re-adopted

February 12, 2002

**Date of Last Revision:** May 10, 2016

June 14, 2005

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 8, 2018

**SUBJECT:** Board Member Compensation

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

**BACKGROUND:** The Board of Trustees adopted revised Board Policy 2725, Board Member Compensation, at its July 22, 2003 meeting. Only once, in June 13, 2006, has the Board ever granted itself a five percent raise. The Student Trustees were last granted a raise in June 26, 2007. In accordance with Education Code Sections 1090, 35120, and 72425, Section 3.0 of Board Policy 2725 states:

The Board may, on an annual basis, increase the compensation of Board Members by up to five percent. However, any increase is subject to rejection in a referendum by a majority of the voters in the District.

**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 in accordance with Board Policy 2725, Board Member Compensation.

**FUNDING SOURCE AND FINANCIAL IMPACT:** This would be funded through the General Fund.

**RECOMMENDATION:** It is recommended that the Board consider whether an increase to compensation for Board members is desirable at this time.

Cheryl Marshall  
Recommended by

Approved for Submittal

6.b  
Item No.



## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** May 8, 2018

**SUBJECT:** Resolution  
Biennial Trustee Election

Action	X
Resolution	X
Information	
Enclosure(s)	X

**BACKGROUND:** Three seats on the Board of Trustees are subject to the consolidated election to be held on November 6, 2018. The Board of Trustees must adopt a resolution in the form suggested by the Office of the Orange County Superintendent of Schools to inform the Orange County Superintendent of Schools and the Los Angeles Registrar/Recorder County Clerk of the Specifications of the Election Order for the Biennial Governing Board Election to be held on Tuesday, November 6, 2018, and to order the consolidation of said election in accordance with Education Code §5304.

The seats subject to this election are the following:

Incumbent	Trustee Area
Barbara Dunsheath	1
Stephen T. Blount	3
Jeffrey P. Brown	6

**How does this relate to the District’s Five Strategic Directions?** Not applicable.

**How does this relate to Board Policy:** This item is in compliance with Board Policy 2100, Board Elections.

**FUNDING SOURCE AND FINANCIAL IMPACT:** This would be funded through the General Fund.

**RECOMMENDATION:** It is recommended that the Board adopt Resolutions No. 17/18-15 and No. 17/18-16, Order of Biennial Trustee Election and Specifications of the Election Orders, and that the resolutions be submitted to the Orange County Superintendent of Schools and the Los Angeles Registrar/Recorder County Clerk.

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



**RESOLUTION NO. 17/18-15 AND ORDER OF BIENNIAL TRUSTEE ELECTION  
AND SPECIFICATIONS OF THE ELECTION ORDER**

WHEREAS, the election of governing board members is ordered by law pursuant to §5000 of the Education Code to fill the office of members whose terms expire on December 7, 2018, next succeeding the election,

NOW BE IT RESOLVED that pursuant to the authority of Education Code §5304 and §5322, the County Superintendent of Schools, Orange County, is hereby informed of the specifications of the election order for the forthcoming Biennial Governing Board Election to be held on Tuesday, November 6, 2018.

The County Superintendent is further ordered to consolidate this election in accordance with Education Code Sections 5340 and 5342.

Dated this 8<sup>th</sup> day of May 2018.

\_\_\_\_\_  
Secretary of Said Board

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



**RESOLUTION NO. 17/18-16 AND ORDER OF BIENNIAL TRUSTEE ELECTION  
AND SPECIFICATIONS OF THE ELECTION ORDER**

WHEREAS, the election of governing board members is ordered by law pursuant to §5000 of the Education Code to fill the office of members whose terms expire on December 7, 2018, next succeeding the election,

NOW BE IT RESOLVED that pursuant to the authority of Education Code §5304 and §5322, the Los Angeles Registrar/Recorder County Clerk, is hereby informed of the specifications of the election order for the forthcoming Biennial Governing Board Election to be held on Tuesday, November 6, 2018.

The County Superintendent is further ordered to consolidate this election in accordance with Education Code Sections 5340 and 5342.

Dated this 8<sup>th</sup> day of May 2018.

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Secretary of Said Board

6.c.3  
Item No.