



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

MEETING: Regular Meeting in May 2022

DATE: Tuesday, May 10, 2022, at 5:30 p.m.

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

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

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

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

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

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

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

AGENDA:

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

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

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

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

- e. **Chancellor’s Report**

* **Program Mapper, Program Finder, and Starfish Presentation**

2. a. **Approval of Minutes of the Regular Meeting of April 26, 2022.**

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

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

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

Per Section 54957: PUBLIC EMPLOYEE: Fullerton College President.

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

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

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 review the District's Quarterly Financial Status Report as required by Title 5 §58310.

[c] Authorization is requested to accept new revenue and to make adjustments to General Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2021-22 allocations totaling \$1,039,672 and adoption of the resolutions to adjust budgets, to accept new revenue and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5 §58308. **(The Resolution is available for review in the District's Business Office.)**

[d] Authorization is requested for the 2021-22 General Fund, General Obligation Bond Fund, and Capital Outlay Fund transfers netting to the amount of \$1,776,103 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5 §58307. **(The Resolution is available for review in the District's Business Office.)**

e. It is recommended that the Board receive the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report.

[f] Authorization is requested for the disposal of Class 3 Disposable Records after July 1, 2022, pursuant to Title 5 §59020 of the California Administrative Code.

[g] Authorization is requested to renew the DSA inspector pool for five years to provide DSA inspection services for Districtwide projects.

- [h] Authorization is requested to renew the pool of engineering firms for five years to provide general engineering services for Districtwide projects.
- [i] Authorization is requested to amend the agreement with SVA Architects to provide architectural and engineering services for the Swing Space/Interim Housing Project to increase the contract amount to \$124,800 and extend the contract term to project completion.
- [j] Authorization is requested to award Bid #2021-22, Cypress College Roof Replacement – LLRC Bldg #32 and Gym 1 Bldg #7 to Chapman Coast Roof Co., Inc. in the amount of \$639,886 including \$50,000 allowance.

4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board ratify the amendment of the 2021-24 NOCCCD and Anaheim Union High School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.
- [b] It is recommended that the Board ratify the amendment of the 2021-24 NOCCCD and Brea Olinda Unified School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.
- [c] It is recommended that the Board ratify the amendment of the 2021-24 NOCCCD and Fullerton Joint Unified School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.
- [d] It is recommended that the Board ratify the amendment of the 2021-24 NOCCCD and Placentia Yorba Linda Unified School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.
- [e] It is recommended that the Board approve the summary of curriculum changes for North Orange Continuing Education, to be effective Fall 2022.
- [f] Authorization is requested for the District to enter into an agreement with the California Community College Chancellor's Office to accept the total LGBTQ+ funds in the amount of \$264,476.

5. **HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:
 - Promotion
 - Phase-in Retirements
 - New Personnel
 - Leaves of Absence
 - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:
 - New Personnel

Promotion
 Voluntary Changes in Assignment
 Stipend for Additional Administrative Duties
 Leaves of Absence
 New Classified Job Description
 New Classified Management Job Description

- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.
- [f] Request approval of a Salary Agreement between the District Management Association and the District for the 2022-23 and 2023-24 fiscal years, inclusive of all terms and conditions specified in the written Agreement.

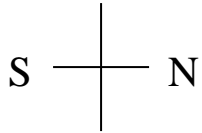
6. **GENERAL**

- a. It is recommended that the Board adopt Resolution Nos. 21/22-25 and 21-22-26, Order of Biennial Trustee Election and Specifications of the Election Orders
- b. It is recommended that the Board receive as information new Administrative Procedure 3721, District Password Procedure.
- c. It is recommended that the Board consider whether an increase to compensation for Board members is desirable at this time.
- d. It is recommended that the Board re-adopt Board Policy 2015, Student Members.
- e. It is recommended that the Board re-adopt Board Policy 6320, Investments.
- f. It is recommended that the Board discuss any potential future agenda items.

7. **COMMENTS**

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

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



Board Room Seating Arrangement

Jacqueline Rodarte,
President

Ed Lopez,
Vice President

Evangelina Rosales,
Secretary

Jeffrey P. Brown,
Board Member

Stephen T. Blount,
Board Member

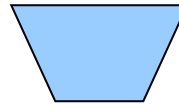
Ryan Bent,
Board Member

Dr. Barbara Dunsheath,
Board Member

Meena Pandian,
Student Member CC

Dr. Byron D. Clift Breland,
Chancellor

Erin Lacorte,
Student Member FC



Dr. JoAnna Schilling,
President CC

Alba Recinos,
Recording Secretary

Dr. Gil Contreras,
Interim President FC

Valentina Purtell,
President NOCE

Audience Seating

Constituent Group
Representatives

Chancellor's Staff

Entrance



NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	May 10, 2022	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>X</u>

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

The purchase order numbers P0150179 - P0150714, check numbers C0053646 – C0053727; F0284694 – F0284970; Q0007475 – Q0007475; 88521852 – 88522724; V0000000 – V0000000; 70121345 – 70121522; disbursements E9034123 – E9040556; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Bank Mobile disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0150179 - P0150714 through April 18, 2022, totaling \$4,498,880.21, and check numbers C0053646 – C0053727, totaling \$2,803,529.10; check numbers F0284694 – F0284970, totaling \$3,473,953.91; check numbers Q0007475 – Q0007475, totaling \$85.00; check numbers 88521852 – 88522724, totaling \$7,981,135.73; check numbers V0000000 – V0000000, totaling \$0.00; check numbers 70121345 – 70121522, totaling \$37,547.50; and disbursements E9034123 – E9040556, totaling \$4,453,172.31, through April 30, 2022.

Fred Williams

Recommended by


Approved for Submittal

3.a.1

Item No.

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE DESCRIPTION
P0150179	Amazon Business	\$ 1,324.47		FC Instructional Supplies
P0150203	Home Depot	\$ 922.65		NOCE Office Equipment
P0150208	VWR Funding Inc	\$ 3,227.70		CC Instructional Materials
P0150210	Sidepath Inc	\$ 787.35		CC Laptop
P0150211	Sidepath Inc	\$ 353.60		CC Computer Monitor
P0150212	CDW Government Inc	\$ 11,516.19		FC Computer
P0150213	Sodexo Inc and Affiliates	\$ 617.66		FC Catering for Fullerton College Umoja Program
P0150214	Home Depot	\$ 1,126.75		FC Refrigerator
P0150215	Midwest Library Service	\$ 12,000.00		FC Blanket Order for Library Books
P0150216	CDW Government Inc	\$ 6,783.35		FC Computer
P0150217	CDW Government Inc	\$ 63,586.70		FC (16) Computers
P0150218	NMK Corporation	\$ 1,639.24		FC Computer Equipment
P0150219	Feitian Technologies US Inc	\$ 151.30		FC (10) Key Fobs
P0150221	Amazon Business	\$ 75.56		FC Office Supplies
P0150222	Amazon Business	\$ 841.84		NOCE Instructional Materials
P0150223	Amazon Business	\$ 142.07		CC Instructional Supplies
P0150224	Performance Health Supply Inc	\$ 272.11		FC Medical Gloves
P0150225	Allied 100 LLC	\$ 383.58		FC AED Pads
P0150226	School Health	\$ 742.61		FC AED Supplies
P0150228	Henry Schein Inc	\$ 4,154.15		CC Medical Equipment
P0150229	Sasco Electric	\$ 3,075.00		FC Electrical Upgrade
P0150230	Fastspring	\$ 249.50		CC Software
P0150231	Fastspring	\$ 399.50		CC Software
P0150232	Nth Generation Computing Inc	\$ 5,520.00		AC Professional Consulting Services
P0150233	Sunbelt Rental Inc	\$ 1,880.31		CC Light Tower Rentals
P0150234	Dust Collector Services, Inc.	\$ 11,076.25		CC Replacement Dust Collector System, Replacement Dust Collector System
P0150241	MVP Promotions	\$ 56.54		CC Custom Jacket
P0150242	Apple Computer Inc	\$ 6,156.15		CC Laptop
P0150243	University of California, Irvine	\$ 14,333.00		CC Evaluator Services
P0150244	B & H Photo Video Inc	\$ 2,250.37		CC Camera
P0150245	CALI939 KLLI FM	\$ 44,500.00		FC Advertising
P0150246	Lela Beck	\$ 294.26		CC Reimbursement for Jabra Speaker
P0150247	Kwall LLC	\$ 3,456.25		CC Website Support Fees
P0150248	Sodexo Inc and Affiliates	\$ 178.13		FC Catering for FC VP Student Services
P0150249	Instructure Inc	\$ 1,000.00		FC Software
P0150250	Pinmart	\$ 732.70		CC Custom Pins
P0150251	Grubhub	\$ 251.37		CC Student Meal Vouchers
P0150252	Home Depot	\$ 1,539.63		FC Tool Storage Bins
P0150253	Associated Press	\$ 813.86		FC Broadcasting Fees
P0150254	Reynolds Advanced Materials	\$ 787.29		FC Art Supplies
P0150255	American Printing & Promotions	\$ 2,862.80		FC Graduation Sashes
P0150256	Patrick Leong	\$ 1,000.00		CC Guest Speaking Agreement
P0150257	Colin Preston	\$ 194.88		CC Reimbursement for Instructional Supplies
P0150258	BSN Sports LLC	\$ 128.68		FC Athletic Supplies
P0150259	Transportation Charter Services Inc	\$ 864.00		CC Transportation for Puente Program

Item No. 3.a.2

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150260	Clear-Com	\$ 1,500.00		FC	Blanket Order for Communications Supplies
P0150261	American Bar Association	\$ 1,500.00		FC	Annual Membership
P0150262	CDW Government Inc	\$ 4,531.64		FC	Computer Tablets
P0150263	Alan's Lawnmower & Garden Center Inc	\$ 23,733.86		CC	On-Site Tree Trimming
P0150264	CDW Government Inc	\$ 3,057.68		FC	iPad Tablet
P0150265	CDW Government Inc	\$ 1,154.36		FC	Computer
P0150266	Nth Generation Computing Inc	\$ 3,773.25		AC	Software Annual Renewal
P0150267	King Van & Storage Inc	\$ 1,575.60		CC	Moving Services
P0150268	CDW Government Inc	\$ 1,399.58		AC	Laptop
P0150269	Amazon Business	\$ 1,837.14		FC	Veterans Celebratory Event Supplies
P0150270	Fisher Scientific Co LLC	\$ 1,651.21		CC	Instructional Materials
P0150271	Amazon Business	\$ 33.92		FC	Instructional Materials
P0150272	Thu Pham	\$ 715.00		CC	Student Supplies
P0150273	Uline Inc	\$ 514.66		NOCE	Student Supplies
P0150274	Joint Review Committee on Education in Radiologic Technology	\$ 2,270.00		CC	Annual Accreditation Fee
P0150275	Thomson West	\$ 1,195.44		FC	Online Software Subscription Charges
P0150276	Workrite Ergonomics LLC	\$ 3,719.10		FC	Tables
P0150277	Krueger International Inc	\$ 6,436.07		NOCE	Furniture
P0150278	P2S Engineering Inc	\$ 8,000.00	Capital Outlay	AC	Fluid Cooler Assessment at AC
P0150279	Uline Inc	\$ 176.85		FC	Utility Cart
P0150280	Kelley Jones-Horwood	\$ 60.00		FC	Reimbursement for Advertising Fees
P0150281	Society for Simulation in Healthcare	\$ 2,370.00		CC	Training Application Fee
P0150282	Coast Aluminum and Architectural Inc	\$ 2,013.24		FC	Instructional Supplies
P0150283	Access Ingenuity	\$ 25,438.00		CC	Software Subscription
P0150284	Fry Steel Company	\$ 1,420.75		FC	Steel Supplies
P0150285	VWR Funding Inc	\$ 3,305.95		CC	Instructional Materials
P0150286	Aspira	\$ 8,000.00		NOCE	Spring 2022 Career Readiness Program
P0150287	Allied 100 LLC	\$ 201.95		CC	Safety Supplies
P0150288	Case & Sons Construction Inc	\$ 813,700.00	Capital Outlay	AC	Bid 2122-14, FC Meter Replacement Project at FC B/A: 2/22/22
P0150289	Sasco Electric	\$ 5,300.00		FC	Network Cable Installation
P0150290	People Admin Inc	\$ 34,057.81		AC	Software Annual Renewal
P0150291	Sidepath Inc	\$ 5,038.28		CC	Desktop Computers
P0150292	CDW Government Inc	\$ 97,661.81		FC	(26) Desktop Computers
P0150293	GST	\$ 23,093.33		FC	Hybrid Classroom Upgrade Installation
P0150294	Articulate Global Inc	\$ 9,433.26		CC	Software Program Subscription
P0150295	Nth Generation Computing Inc	\$ 631.14		AC	Annual Software Support Renewal
P0150296	CDW Government Inc	\$ 2,056.16		FC	Printers (3)
P0150297	Monoprice Inc	\$ 2,419.14		AC	Computer Cables
P0150298	City Of Anaheim-Fire Department	\$ 382.00		AC	Fire Inspection Fee
P0150300	The Lab Depot	\$ 543.07		CC	Instructional Materials
P0150301	California Compressor Inc	\$ 1,218.20		FC	Compressor Repairs
P0150302	Amazon Business	\$ 511.54		CC	Instructional Supplies
P0150303	Amazon Business	\$ 187.38		FC	Books
P0150304	Kahlil Jacobs-Fantauzzi	\$ 700.00		AC	Speaker -Diversity PIE Series
P0150305	Maria Malagon	\$ 2,000.00		AC	Speaker - PIE Series - Critical Race Theory

Item No. 3.a.3

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150306	Ultra Sonic LLC	\$ 4,237.49		CC	Automotive Cleaning Supplies
P0150307	Olympus America Inc	\$ 1,916.25		CC	Instructional Materials
P0150308	Vector Resources Inc	\$ 12,060.00	Bond	AC	Verify Existing Communication Cabling & Conduits @ CC Fine Arts Bldg.
P0150309	P R Construction Inc	\$ 12,404.44	Capital Outlay	AC	Demo and Removal of Drywall at FC Bldg 500
P0150310	Magnolia Environmental LLC	\$ 960.00	Bond	AC	Monitoring/Oversight Abatement CC VRC/SAC Project
P0150311	Brea/Orange County Plumbing	\$ 12,800.00	Capital Outlay	AC	Labor and Materials to Repipe at Fullerton College
P0150312	Integrity Electric	\$ 350.00	Capital Outlay	AC	Additional Electrical Outlets for FC VRC
P0150313	Sasco Electric	\$ 6,050.00	Capital Outlay	AC	Labor and Materials for Cabling at FC VRC
P0150314	A Alvarado Painting	\$ 12,600.00	Capital Outlay	AC	Labor and Materials to Paint FC Bldg 500
P0150315	Schindler Elevator Corporation	\$ 12,937.00	Capital Outlay	AC	Labor and Materials to Repair Elevator at FC
P0150316	Advantage Mailing, LLC	\$ 560.07		CC	Newsprint
P0150317	Sodexo Inc and Affiliates	\$ 106,501.08		FC	Catering Hotmeals for Students
P0150318	T&S Machines	\$ 6,457.26		CC	Instructional Equipment
P0150319	Vector Biolabs	\$ 1,147.56		FC	Instructional Materials
P0150320	Assessment Technologies Institute LLC	\$ 83,850.00		CC	Instructional Materials
P0150321	AES	\$ 12,930.00		CC	Instructional Equipment
P0150322	Pacific Coast Entertainment	\$ 17,747.10		FC	Instructional Equipment
P0150323	Greatlike Media	\$ 6,600.00		FC	Website Design Services
P0150324	Campus Logic Inc	\$ 181,540.00		FC	Software Agreement BA 01/26/21
P0150325	Monoprice Inc	\$ 232.70		AC	Computer Cables
P0150326	Oriental Trading Company Inc	\$ 91.82		NOCE	Instructional Materials
P0150327	Flymotion Unmanned Systems	\$ 68,965.54		FC	Customized Drone Equipment
P0150347	FAO Printing	\$ 9,280.98		FC	Promotional Materials
P0150348	Posit Science Corporation	\$ 13,680.00		NOCE	Annual Software License
P0150349	American Dental Association	\$ 4,150.00		CC	Dental Programs Accreditation
P0150350	Zymo Research Corp	\$ 1,508.52		FC	Instructional Materials
P0150351	Westberg + White Inc	\$ 20,000.00	Bond	AC	Mechanical Engineering Review for FC Chapman Newell / M&O Bldgs.
P0150352	Scantron Corporation	\$ 300.00		NOCE	Maintenance Agreement for Scantron Score Software
P0150353	N Harris Computer Corporation	\$ 394.00		NOCE	Software Support
P0150354	David Evans and Associates Inc	\$ 69,200.00	Capital Outlay	AC	Parking Lot Renovation Project at Fullerton Colleg
P0150355	Integrity Electric	\$ 24,980.00	Capital Outlay	AC	Relocation of Electrical Outlets at FC Starbuck
P0150362	Cal Pro Specialties	\$ 458.99		AC	Promotional Materials
P0150363	Amazon Business	\$ 29.50		AC	Office Supplies
P0150364	Amazon Business	\$ 9,025.81		FC	Instructional Supplies
P0150365	Amazon Business	\$ 729.05		CC	Instructional Materials
P0150366	Amazon Business	\$ 1,052.64		FC	Instructional Supplies
P0150370	Grubhub	\$ 336.90		CC	Meals for Counseling Event
P0150371	Tinosi	\$ 800.00		FC	Gas Monitor Competence Training In-Person
P0150372	Computing Technology Industry Association	\$ 2,699.00		CC	Site Licenses
P0150373	Computing Technology Industry Association	\$ 1,680.00		CC	Certification Exam Vouchers
P0150374	Xvoucher	\$ 1,025.00		CC	Software
P0150376	Office Solutions	\$ 1,000.00		CC	Blanket Order for Office Supplies
P0150377	VWR Funding Inc	\$ 15,230.40		CC	Instructional Equipment
P0150378	Safe Hearing America Inc	\$ 4,016.00		AC	Mandatory Hearing Testing Services
P0150379	Amazon Business	\$ 236.78		CC	Instructional Supplies

Item No. 3.a.4

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150381	Shearwater International Inc	\$ 14,000.00		CC	Service Agreement for Software Program
P0150382	David Evans and Associates Inc	\$ 23,600.00	Capital Outlay	AC	Parking Lot Renovation Project at FC
P0150384	Alejandro Omidisalar	\$ 300.00		CC	Reimbursement for Bowling Event Rental Fees
P0150385	Office Solutions	\$ 4,328.77		CC	Instructional Supplies
P0150386	Amazon Business	\$ 55.60		CC	Instructional Materials
P0150387	Hardy Diagnostics	\$ 360.74		CC	Instructional Materials
P0150388	Cidi Labs LLC	\$ 9,300.00		NOCE	Software Renewal
P0150389	Buddy's All Stars, Inc.	\$ 2,115.62		FC	Athletic Supplies
P0150390	Eric Croissant	\$ 200.00		FC	Music Department Guest Performer
P0150391	Amy Alexander	\$ 300.00		CC	Guest Speaker for Art Department
P0150392	Sailor Galaviz	\$ 200.00		CC	Guest Speaker for the Art Department
P0150393	Stefan Odrunia	\$ 200.00		CC	Guest Speaker for the Art Department
P0150394	Anna Carlin	\$ 91.80		FC	Subscription Reimbursement
P0150395	Alexander Brown	\$ 51.62		FC	Reimbursement for Acrylic Sign
P0150396	Hu-Friedy Mfg Co LLC	\$ 6,345.17		CC	Instructional Materials
P0150397	Junnior Rodriguez	\$ 908.27		CC	CC SEM Dedication - Speaker
P0150398	Amazon Business	\$ 1,043.43		CC	Instructional Supplies
P0150399	Linita Morris	\$ 5,106.88		CC	Blanket Order for Child Care
P0150400	Mohawk Lifts LLC	\$ 17,225.27		FC	Automotive Aligner Equipment
P0150401	Trevor Dolce	\$ 700.00		FC	Guest Performer for Theatre Arts
P0150402	Apple Computer Inc	\$ 466.25		NOCE	iPad Tablet
P0150403	Sidepath Inc	\$ 29,536.89		CC	Laptops (24)
P0150404	Snap-on-Industrial	\$ 3,293.92		CC	Automotive Scanner
P0150405	Lidderdale Enterprises Inc	\$ 2,400.00		FC	Theatre Staircase
P0150406	Pocket Nurse Enterprises Inc	\$ 5,805.62		CC	Instructional Materials
P0150407	Diamedical USA Equipment LLC	\$ 1,657.14		CC	Instructional Supplies
P0150408	GST	\$ 24,942.59		NOCE	Career Center Audio Visual Project
P0150409	GST	\$ 10,398.67		NOCE	Audio Visual Equipment
P0150410	Amazon Business	\$ 679.84		CC	Instructional Materials
P0150415	Chia-Chuan Wu	\$ 700.00		FC	Guest Performer for Art Department
P0150416	Amazon Business	\$ 240.68		FC	Office Supplies
P0150417	Amazon Business	\$ 237.69		NOCE	Instructional Materials
P0150418	Art with Impact	\$ 500.00		FC	Workshop Speaker
P0150419	Instructure Inc	\$ 66,081.59		NOCE	Software
P0150420	Achievers Inc	\$ 1,438.34		FC	Graduation Stoles
P0150422	Graduate Communications	\$ 10,000.00		CC	Marketing Services
P0150423	Schneider Electric Buildings Americas Inc	\$ 54,297.01		FC	Building Automation Training System
P0150424	University of California, Irvine	\$ 1,100.00		FC	Leadership Development Event Fee
P0150425	Toon Boom Animation Inc	\$ 8,866.75		FC	Software Subscription
P0150426	Imelda Diaz	\$ 387.60		FC	CARE Auto Maintenance Reimbursement
P0150427	AES	\$ 12,930.00		CC	Automotive Equipment
P0150428	VMI Inc	\$ 9,778.32		FC	Lighting Equipment
P0150429	Graduate Communications	\$ 71,500.00		CC	Independent Contractor for Video Services
P0150430	Jackson's Auto Supply	\$ 2,800.00		FC	Blanket Order for Instructional Supplies
P0150451	Women in CyberSecurity (WiCyS)	\$ 55.00		FC	Annual Membership

Item No. 3.a.5

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150452	Doing Good Works	\$ 15,642.60		FC	Outreach Promotional Supplies
P0150453	Amazon Business	\$ 575.09		FC	Office Supplies
P0150458	Klein Educational Systems LLC	\$ 63,023.93		CC	Machining Equipment
P0150459	The Myers-Briggs Company	\$ 195.00		FC	Software License
P0150460	Substance Media Inc	\$ 10,790.00		AC	Video Production for FC President Finalist Forum
P0150461	Field Time Target and Training LLC	\$ 850.82		FC	Student Field Trip Fees
P0150462	Matco Tools	\$ 2,632.96		FC	Automotive Carts
P0150463	S/P 2	\$ 225.00		CC	Student Subscription Renewal
P0150464	Brenda Bautista	\$ 490.37		FC	Student Automotive Fees Reimbursement
P0150465	So Cal Embroidery LLC	\$ 1,974.78		CC	Custom Embroidered Shirts
P0150466	GST	\$ 445.50		CC	Hardware Reconfiguration
P0150467	CDW Government Inc	\$ 2,254.23		FC	Printer
P0150468	Vintage King Audio Inc	\$ 4,169.93		CC	Software
P0150469	Vintage King Audio Inc	\$ 1,873.13		CC	Microphone Cables
P0150470	Home Depot	\$ 448.18		FC	Hardware Supplies
P0150471	Academic Cap & Gown	\$ 1,110.91		CC	Graduation Supplies
P0150472	Synergy Sports Technology LLC	\$ 4,500.00		FC	Subscription Fee for Basketball
P0150473	Bioindustrial Manufacturing and	\$ 100.00		FC	Membership
P0150475	Laerdal Medical Corp	\$ 2,988.00		CC	Software
P0150476	Toshiba Business Solutions	\$ 7,508.67		FC	Purchase New Copier
P0150477	CSI Fullmer	\$ 1,361.60		NOCE	Office Equipment
P0150478	Academic Cap & Gown	\$ 8,943.25		CC	Diploma Covers
P0150479	Amazon Business	\$ 482.77		CC	Instructional Supplies
P0150480	Amazon Business	\$ 3,350.49		CC	Instructional Supplies
P0150481	Jeffrey Samano	\$ 256.03		FC	Reimbursement for Forensics Tournament Fees
P0150482	Moog Music Inc	\$ 2,505.20		FC	Music Equipment
P0150483	Integrity Electric	\$ 55,666.30	Capital Outlay	AC	Labor and Materials to Install Electrical Circuits
P0150485	Luxer One	\$ 443.61		CC	Outdoor Lockers
P0150486	Scantron Corporation	\$ 26,568.36		NOCE	Scantron Score Machines
P0150487	Motor Vehicle Network	\$ 8,670.00		NOCE	Advertising
P0150488	CSI Fullmer	\$ 5,552.31		CC	Classroom Supplies
P0150489	Jones School Supply Co Inc	\$ 128.87		CC	Achievement Medals for Graduates
P0150490	Gatehouse MSI LLC	\$ 146,189.82	Capital Outlay	CC	Art Storage System for the CC Art Department B/A: 4/12/16
P0150491	Computing Technology Industry Association	\$ 16,420.00		CC	Certification Exam Vouchers
P0150492	Computerized Assessment & Placement Programs Inc	\$ 1,800.00		CC	Annual Software Maintenance Agreement
P0150493	Avid Technology Inc	\$ 5,087.00		CC	New Faculty Training
P0150494	Vintage King Audio Inc	\$ 3,570.00		CC	Software
P0150495	Vintage King Audio Inc	\$ 9,334.80		CC	Software
P0150497	GoEngineer Inc	\$ 7,680.00		CC	Software
P0150498	Celebrations!	\$ 6,423.38		CC	Graduation Furniture Rentals
P0150499	GST	\$ 249.97		CC	Printer
P0150500	B & H Photo Video Inc	\$ 500.37		CC	Book Scanner
P0150501	Apple Computer Inc	\$ 10,367.92		CC	(3) Laptops
P0150502	State of California	\$ 4,676.00		CC	Radiation Tube Registration
P0150503	GST	\$ 15,793.68		CC	Audio Visual Equipment

Item No. 3.a.6

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150504	Identifix Inc	\$ 1,308.00		CC	Annual Software Subscription
P0150505	MyTy Inc	\$ 1,125.00		CC	Catering for Students
P0150506	Stuewe and Sons Inc	\$ 505.53		FC	Instructional Materials
P0150507	Amazon Business	\$ 82.74		CC	Instructional Supplies
P0150508	Henry Schein Inc	\$ 5,670.06		CC	Instructional Supplies
P0150509	Campuspeak Inc	\$ 3,750.00		FC	Virtual Guest Speaker for Student Event
P0150510	Gear Connection Inc	\$ 2,336.95		CC	Graduation Equipment Rentals
P0150511	Sodexo Inc and Affiliates	\$ 212.43		FC	Catering for Cadena Cultural Center Event
P0150512	MoonGoat Coffee Roasters	\$ 354.80		CC	Coffee Delivery for Career Fair Event
P0150513	Anaheim Union High School District	\$ 9,762.00		CC	Field Trip Related Expenses
P0150514	CRS Solutions	\$ 3,227.12		FC	Automotive Equipment
P0150515	Avid Technology Inc	\$ 7,875.00		CC	Software Subscription Annual Renewal
P0150517	Office Solutions	\$ 500.00		CC	Blanket Order for Office Supplies
P0150518	Laguna Clay Co	\$ 2,000.00		CC	Blanket Order for Clay Supplies
P0150520	Office Solutions	\$ 500.00		CC	Blanket Order for Office Supplies
P0150521	Formlabs Inc	\$ 946.61		CC	Instructional Materials
P0150522	Krueger International Inc	\$ 9,848.50		CC	Office Equipment
P0150523	WMFY We Mail For You	\$ 16,065.63		AC	Printing - Mailer
P0150524	Alix Plum	\$ 1,059.83		FC	Reimbursement for Van Rental for Dance Team
P0150525	Transtar Industries Inc	\$ 3,838.37		FC	Automotive Supplies
P0150526	Vintage King Audio Inc	\$ 16,284.90		CC	Software
P0150527	Howard Roofing Company Inc	\$ 12,915.00		FC	Preventative Roof Maintenance
P0150528	S&B Foods	\$ 438.75		CC	Puente Program Meals for Field Trip
P0150529	Academic Cap & Gown	\$ 431.00		CC	Graduation Supplies
P0150530	Sweetwater Sound Inc	\$ 580.78		CC	Music Supplies
P0150531	Todd Smith	\$ 319.03		FC	Reimbursement for Art Supplies
P0150532	B & H Photo Video Inc	\$ 363.35		FC	Ethernet Cables
P0150533	Amazon Business	\$ 10.74		NOCE	Office Supplies
P0150534	Sodexo Inc and Affiliates	\$ 108,880.53		FC	Catering for Students During Covid 19 Pandemic
P0150535	Auto Body Tool Mart	\$ 1,407.69		CC	Automotive Supplies
P0150536	Dominic's Ristorante Italiano	\$ 436.39		CC	VRC Graduation Dinner Catering
P0150537	Juan Silva	\$ 600.00		CC	Guest Speaker for Poetry Reading Event
P0150538	Broadcast Supply Worldwide	\$ 1,668.52		FC	Audio Equipment
P0150539	Philips Electronics North America Corporation	\$ 89,971.79		CC	Medical Equipment
P0150540	Philips Electronics North America Corporation	\$ 11,423.91		CC	Instructional Equipment Repair
P0150542	Community College League of California	\$ 150.00		AC	Trustee Rodarte ETP Recertification
P0150543	Kevin Nadal	\$ 7,500.00		FC	Guest Speaker for FC Justice Week
P0150544	Concentric Sky Inc	\$ 90,000.00		CC	Adult Education Program Enhancement & Development
P0150562	Henry Schein Inc	\$ 17,423.18		CC	Dental Equipment
P0150563	Uline Inc	\$ 959.23		NOCE	Instructional Supplies
P0150565	Blackhawk Networks Inc	\$ 25,046.00		CC	Student Grocery Cards
P0150566	Signarama of Anaheim	\$ 161.69		FC	Art Supplies
P0150567	Therese Mosqueda-Ponce	\$ 246.00		CC	Reimbursement for Student Event Tickets
P0150568	HAZ Party Rentals	\$ 490.80		NOCE	Graduation Event Rentals
P0150569	Henry Schein Inc	\$ 2,004.57		CC	Instructional Supplies

Item No. 3.a.7

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150570	Carl Stanaway	\$ 267.85		FC	Reimbursement for Artist in Residence Dinner Event
P0150571	Academic Cap & Gown	\$ 31.26		CC	Graduation Cap and Gown
P0150572	Krueger International Inc	\$ 204.51		CC	Office Chair
P0150573	Sidepath Inc	\$ 58,225.64		CC	Computer Systems
P0150574	Amazon Business	\$ 381.22		NOCE	Office Supplies
P0150575	CDW Government Inc	\$ 1,974.09		FC	Computer
P0150576	Amazon Business	\$ 380.56		CC	Instructional Supplies
P0150577	Paul Russell	\$ 1,800.00		AC	Appraisal Services for Vacant Lot/FC
P0150578	US Bank	\$ 968.00		AC	General Obligation Bond Fees
P0150579	GST	\$ 53,316.19		CC	Cyber Security Lab Equipment
P0150580	A Alvarado Painting	\$ 10,260.00	Capital Outlay	AC	Painting at Wilshire Theatre
P0150581	Anaheim Glass Inc	\$ 6,285.93	Capital Outlay	AC	Labor and Materials to Install New Mirrors at FC
P0150582	Orange County Air Conditioning	\$ 8,390.00	Capital Outlay	AC	Labor and Materials to Replace AC Unit at FC
P0150583	GST	\$ 651.73		CC	Scanner
P0150584	Apple Computer Inc	\$ 2,603.09		CC	iPad Tablet
P0150585	Amramp Los Angeles	\$ 1,288.75		FC	Platform Lift Rental for Facilities
P0150586	VWR Funding Inc	\$ 457.94		CC	Instructional Materials
P0150587	Fisher Scientific Co LLC	\$ 2,002.61		CC	Instructional Supplies
P0150588	Krueger International Inc	\$ 39,312.56		CC	Business Building Lab Furniture
P0150589	Grubhub	\$ 76.06		CC	Catering for Counseling Event Meetings
P0150590	Global Equipment Co	\$ 3,672.43		FC	Classroom Chairs
P0150591	Amazon Business	\$ 4,541.79		FC	Instructional Supplies
P0150592	Amazon Business	\$ 335.59		FC	Office Supplies
P0150593	3 Day Blinds Corporation	\$ 2,329.64		FC	Window Blinds and Installation
P0150594	Westberg + White Inc	\$ 92,000.00	Capital Outlay	AC	Architecture Services for FC Bldg 100 New Elevator
P0150595	Rodriguez Engineering Inc	\$ 6,800.00	Capital Outlay	AC	Structural Engineering Services - Fire Riser @ AC
P0150596	Mels Sewing Service	\$ 3,032.09		FC	Sewing Machines
P0150597	ArbiterPay Trust Account	\$ 4,470.00		FC	Sports Officials for Spring 2022 Year
P0150598	Spinitar Presentation Products Inc	\$ 169.84		CC	Roll of Paper
P0150599	Office Solutions	\$ 500.00		CC	Blanket Order for Office Supplies
P0150600	CCP Industries Inc	\$ 4,500.00		CC	Blanket Order for Instructional Supplies
P0150601	OCLC Inc	\$ 1,354.56		CC	Instructional Software
P0150603	Thompson Building Materials Inc	\$ 943.99		FC	Instructional Supplies
P0150604	VWR Funding Inc	\$ 636.47		CC	Instructional Supplies
P0150605	Amazon Business	\$ 418.00		NOCE	Instructional Supplies
P0150606	CSI Fullmer	\$ 12,877.79	Capital Outlay	CC	Installation of Doors for CC Humanities Bldg
P0150607	The Canvas Wave LLC	\$ 246.75		CC	Instructional Supplies
P0150608	Amazon Business	\$ 144.67		FC	Instructional Supplies
P0150609	Amazon Business	\$ 7.53		FC	Office Supplies
P0150610	Fisher Scientific Co LLC	\$ 2,067.86		CC	Instructional Supplies
P0150611	Bremer's Plumbing & Boiler Services Inc	\$ 10,000.00		FC	Blanket Order for Plumbing Repairs
P0150612	Garden Grove Chamber of Commerce	\$ 159.00		CC	Institutional Membership
P0150613	Office Solutions	\$ 1,000.00		FC	Blanket Order for Office Supplies
P0150614	VWR Funding Inc	\$ 935.04		CC	Instructional Supplies
P0150615	Vintage King Audio Inc	\$ 9,684.90		CC	Software

Item No. 3.a.8

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150617	B & H Photo Video Inc	\$ 5,111.93		FC	Camera Equipment
P0150618	Jana Laborde	\$ 452.16		FC	CARE Auto Maintenance Reimbursement
P0150619	Angelica Ramos	\$ 473.17		FC	CARE Auto Maintenance Reimbursement
P0150620	Gina Houston	\$ 500.00		FC	CARE Auto Maintenance Reimbursement
P0150621	Other World Computing Inc	\$ 614.16		CC	Hardware
P0150622	S&B Foods	\$ 1,494.00		CC	Catering for Charger Experience Program Event
P0150623	Carolina Biological Supply Co	\$ 6,614.78		FC	Instructional Storage Supplies
P0150624	MyTy Inc	\$ 450.00		CC	Student Lunches for Field Trip
P0150625	Academic Cap & Gown	\$ 189.67		CC	Graduation Supplies
P0150627	Formstack LLC	\$ 19,185.60		FC	Software Subscription
P0150628	Shopbot Tools Inc	\$ 9,995.99		FC	Instructional Equipment
P0150629	Jennifer Nixon	\$ 200.00		CC	Guest Speaker for the Art Department
P0150630	JB Bostick Company Inc	\$ 32,086.00	Capital Outlay	AC	Labor and Materials to Replace Concrete at FC
P0150631	Sweetwater Sound Inc	\$ 1,421.24		FC	Music Supplies
P0150632	Grubhub	\$ 4,000.00		CC	Blanket Order for Legacy Event Meals
P0150633	Jeanette Jones	\$ 323.14		CC	Reimbursement for Instructional Supplies
P0150634	North Orange County Chamber	\$ 425.00		CC	Institutional Membership Fees
P0150635	Grubhub	\$ 731.29		CC	Catering for Counseling Division Meetings
P0150636	Nisha Ahuja	\$ 1,200.00		AC	District Diversity - PIE Speaker
P0150637	Amazon Business	\$ 134.78		NOCE	Instructional Materials
P0150640	Grubhub	\$ 1,003.72		CC	Meals for the Legacy Program
P0150641	Transportation Charter Services Inc	\$ 640.00		CC	Transportation for Puente Program Field Trip
P0150642	Full Compass Systems Ltd	\$ 486.17		FC	Music Supplies
P0150643	National Print and Promo	\$ 70.59		AC	Office Supplies
P0150645	Clarence Ross	\$ 900.00		CC	Guest Musician for Counseling Division
P0150646	Amazon Business	\$ 273.79		NOCE	Office Supplies
P0150647	Opus Inspection Inc	\$ 500.00		CC	Blanket Order for Instructional Supplies
P0150648	Bret Berg	\$ 200.00		CC	Guest Speaker for the Art Department
P0150649	Sodexo Inc and Affiliates	\$ 61.39		FC	Catering for Humanities Division Event
P0150650	Rufus Fuller	\$ 500.00		CC	Guest Speaker for Wellness Event
P0150651	J W Pepper of Los Angeles	\$ 4,000.00		FC	Blanket Order for Music Materials
P0150652	Promotional Concepts Enterprises	\$ 908.72		CC	Custom Backpacks
P0150653	MyTy Inc	\$ 742.50		CC	Catering for Student Book Event
P0150654	3 Day Blinds Corporation	\$ 677.41		FC	Window Blinds and Installation
P0150655	Frank Guthrie	\$ 405.30		FC	Reimbursement for Instructional Supplies
P0150656	Crescendo Interactive Inc	\$ 3,500.00		AC	Software Renewal
P0150657	Fisher Scientific Co LLC	\$ 1,500.00		CC	Blanket Order for Instructional Materials
P0150658	Cambridge University Press	\$ 9,903.98		NOCE	Software and Books
P0150659	Sasco Electric	\$ 835.00		FC	Data Cabling Services
P0150660	Action Door Controls Inc.	\$ 500.00		AC	Blanket Order for on-site door repair services
P0150661	Integrity Electric	\$ 4,475.00		FC	Electrical Work
P0150662	Blackhawk Networks Inc	\$ 2,360.00		CC	Gift Cards for Students
P0150663	Amazon Business	\$ 10.74		NOCE	Office Supplies
P0150664	Amazon Business	\$ 222.74		CC	Instructional Materials
P0150665	Blackhawk Networks Inc	\$ 7,516.50		CC	Student Gift Cards

Item No. 3.a.9

BOARD RECAP
FOR THE PERIOD MARCH 17, 2022 THROUGH APRIL 18, 2022
BOARD MEETING MAY 10, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0150666	Quark Enterprises Inc	\$ 1,000.00		CC	Blanket Order for Lab Materials
P0150668	Daniel Rowan	\$ 200.00		CC	Guest Speaker for Art Department
P0150669	Gensler	\$ 37,500.00		AC	Consulting Agreement for Educational Services
P0150670	Red River Press Inc	\$ 11,475.00		NOCE	Software Subscription
P0150671	Pearson Education Inc	\$ 10,729.35		NOCE	Books
P0150672	Matthew Hawkins	\$ 300.00		CC	Guest Speaker for the Art Department
P0150673	Microsoft Corporation	\$ 70,167.13		NOCE	Laptop
P0150674	Sydney Diaz	\$ 400.00		FC	Guest Speaker for Cadena Cultural Center
P0150675	Cambridge University Press	\$ 11,001.78		NOCE	Textbooks
P0150676	Amazon Business	\$ 407.39		CC	Instructional Materials
P0150677	Forge Promotions LLC	\$ 1,287.62		CC	Custom Enamel Pins
P0150678	RDO Equipment Co	\$ 35,045.69		FC	Drone Unit
P0150679	Sensus Aps	\$ 15,000.00		NOCE	Software
P0150680	Bligh Roof Company Inc	\$ 3,740.00		AC	Roof Repairs at Anaheim Campus
P0150682	Grubhub	\$ 2,100.00		CC	Blanket Order for Food Services
P0150683	Fullerton Alarm Program	\$ 50.00		FC	Art Gallery Alarm Monitoring Fee
P0150684	Amazon Business	\$ 131.22		FC	Veterans Center Supplies
P0150685	Amy Shrack	\$ 269.47		FC	Reimbursement for Instructional Books
P0150686	Digital Art Supplies	\$ 4,000.00		CC	Blanket Order for Instructional Supplies
P0150687	4imprint Inc	\$ 3,784.39		CC	Promotional Supplies
P0150688	Division of the State Architect	\$ 13,610.00	Capital Outlay	AC	DSA Filing for Utility Tunnel Repairs at FC
P0150690	ASCIP	\$ 324,568.00	Capital Outlay	CC	Insurance for SEM, VRC and Student Activity Center at CC
P0150691	South Coast Air Quality Management District	\$ 454.38		AC	Boilers/Water Heaters Registration
P0150692	New England Biolabs	\$ 1,126.61		FC	Instructional Supplies
P0150693	Amazon Business	\$ 37.70		AC	Grounds Supplies
P0150694	Amazon Business	\$ 351.10		CC	Books
P0150696	Marshall Astor	\$ 300.00		CC	Guest Speaker for the Art Department
P0150697	Eastbay	\$ 5,160.75		FC	Athletic Uniforms
P0150698	Alexander Brown	\$ 569.45		FC	Reimbursement for ISC Field Trip Fees
P0150699	Shirt City Sports	\$ 3,232.50		CC	Graduation Sashes
P0150700	Trinity Machinery Service Inc	\$ 470.00		FC	Welding Equipment Repairs
P0150701	BSN Sports LLC	\$ 2,002.41		FC	Athletic Supplies
P0150713	Orange County Air Conditioning	\$ 55,010.00	Capital Outlay	FC	Labor and Materials to Replace New AC Controls @ FC
P0150714	CSI Fullmer	\$ 3,345.96	Capital Outlay	CC	Furniture for CC Complex Bldg.
		\$ 4,498,880.21			

Approved by: _____
Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 10, 2022
SUBJECT: Quarterly Financial Status Report Ended
March 31, 2022

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, 2022. 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 District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy? This item is submitted in accordance with Board Policy 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, 2022, as required by §58310 of Title 5.

Fred Williams

Recommended by


Approved for Submittal

3.b.1

Item No.

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2021-2022

District: (860) NORTH ORANGE

Quarter Ended: (Q3) Mar 31, 2022

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	244,818,724	240,173,047	244,270,163	239,567,991
A.2	Other Financing Sources (Object 8900)	1,318,197	1,133,749	4,504,739	2,827,212
A.3	Total Unrestricted Revenue (A.1 + A.2)	246,136,921	241,306,796	248,774,902	242,395,203
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	223,669,028	230,570,313	222,706,315	259,336,664
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	4,817,194	17,599,992	9,155,930	8,211,690
B.3	Total Unrestricted Expenditures (B.1 + B.2)	228,486,222	248,170,305	231,862,245	267,548,354
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	17,650,699	-6,863,509	16,912,657	-25,153,151
D.	Fund Balance, Beginning	79,069,940	96,720,639	89,857,130	102,716,133
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	79,069,940	96,720,639	89,857,130	102,716,133
E.	Fund Balance, Ending (C. + D.2)	96,720,639	89,857,130	106,769,787	77,562,982
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	42.3%	36.2%	46%	29%

II. Annualized Attendance FTES:

		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22
G.1	Annualized FTES (excluding apprentice and non-resident)	33,268.00	33,337.00	31,842.56	25,220.84

III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2018-19	2019-20	2020-21	2021-22
H.1	Cash, excluding borrowed funds		104,791,119	72,230,885	117,937,897
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	94,619,436	104,791,119	72,230,885	117,937,897

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)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	239,561,243	239,567,991	181,136,894	75.6%
I.2	Other Financing Sources (Object 8900)	2,827,212	2,827,212	4,298	0.2%
I.3	Total Unrestricted Revenue (I.1 + I.2)	242,388,455	242,395,203	181,141,192	74.7%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	254,907,624	259,336,664	167,052,257	64.4%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	12,418,613	8,211,690	1,618,981	19.7%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	267,326,237	267,548,354	168,671,238	63%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-24,937,782	-25,153,151	12,469,954	
L	Adjusted Fund Balance, Beginning	102,716,133	102,716,133	102,716,133	
L.1	Fund Balance, Ending (C. + L.2)	77,778,351	77,562,982	115,186,087	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	29.1%	29%		

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

YES

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	% *		
a. SALARIES:								
Year 1: 2022-23			8,397,682					
Year 2: 2023-24			3,041,696					
Year 3:								
b. BENEFITS:								
Year 1: 2022-23			1,767,355					
Year 2: 2023-24			63,802					
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.

The District settled negotiations with United Faculty for FY 2021-22, FY 2022-23 and FY 2023-24 as follows:

- FY 2021-22: Each employee is provided a one-time off-schedule salary payment of \$5,000. The total cost of these one-time payments is \$2,800,000 in salaries and \$484,624 for associated benefits.
- FY 2022-23: On-schedule salary increase of 5.07% plus an additional increase for the 2022-23 funded COLA. Also, \$2,000 will be moved from fringe benefits to the salary schedule. The anticipated annualized cost (including statutory benefits) is shown above.
- FY 2023-24: On-schedule salary increase equal to funded COLA, currently estimated at 3.61%.

For Benefits: The District agrees to provide full family medical coverage. The increased cost for the family medical coverage is estimated between \$1.1 million and \$2.2 million.

The expected ongoing cost increases will be funded from ongoing general funds.

As long as we're getting Hold Harmless, we believe we will be able to fund these increases. However, the District's enrollments have declined significantly. If enrollments don't recover, then at the end of Hold Harmless, the District will begin to have fiscal problems.

d. Did any contracts settled in this time period cover part-time, temporary faculty?

NO

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?
Next year?**

**NO
NO**

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	X
DATE:	May 10, 2022	Information	
		Enclosure(s)	X
SUBJECT:	Budget Adjustments and New Grants		

BACKGROUND: Revised 2021-2022 fiscal year allocations and amendments have been received for various federal- and state-funded programs, and local contracts. Based on these revisions, adjustments are needed to various General Fund revenue and expenditure budgets that were previously approved by the Board.

The General Fund programs requiring an adjustment are:

- Disabled Student Programs and Services (DSPS)
- Hispanic Serving Institutions (HSI)-STEM project Regional Alliance in STEM Education (RAISE) Grant
- Strong Workforce Program (SWP) - Regional Fund

Revised Allocation Adjustments

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
	GENERAL FUND		
CC	DSPS	\$ 6,587	Additional Funding
	HSI-STEM Project RAISE Grant	9,998	Additional Funding
	SWP - Regional Fund	105,894	Additional Funding
FC	DSPS	5,815	Additional Funding
	SWP - Regional Fund	105,894	Additional Funding
NOCE	DSPS	4,725	Additional Funding
	SWP - Regional Fund	<u>360,894</u>	Additional Funding
	TOTAL – BUDGET ADJUSTMENTS	<u>\$ 599,807</u>	

In addition, funding for new grants have been received for the following program.

- Culturally Competent Faculty Professional Development in the amount of \$100,870 one-time funding allocated by the State to support a system-wide effort to provide culturally competent professional development, with an emphasis on improving learning outcomes.
- Employer Engagement Funds in the amount of \$100,435 allocated by the State to support expansion of work-based learning opportunities for students, increased student jobs and employment outcomes, and approaches that are more responsive to employer immediate training needs, particularly with emerging technologies.
- Equal Employment Opportunity (EEO) Best Practices in the amount of \$208,333 one-time funding allocated by the State to support the implementation of best

practices for success in promoting equal employment opportunity and faculty and staff diversity at California community colleges.

- Library Services Platform (LSP) Funding in the amount of \$30,227 allocated by the State to provide all California Community College students with equitable access to services that can improve course success, persistence and completion.

New Grants

SITE	PROGRAM NAME	TOTAL FUNDING	SOURCE OF FUNDING
	GENERAL FUND		
AC	Culturally Competent Faculty Professional Development	\$ 100,870	P-1 Allocation
	EEO Best Practices	208,333	P-1 Allocation
	LSP Funding	30,227	P-1 Allocation
FC	Employer Engagement Funds	100,435	New Agreement
	TOTAL – NEW GRANTS	\$ 439,865	

This agenda item was submitted by Ivy Hwee, District Manager, Fiscal Affairs.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Various programs have received revised 2021-2022 allocations and amendments since the adoption of the District Proposed Budget on September 14, 2021 or subsequent adoption of new agreements by the Board. Budget adjustments are being submitted to revise revenue and expenditure budgets totaling \$599,807 accordingly for the 2021-2022 fiscal year. Additionally, \$439,865 in funding has been received for new grants for use beginning in the current fiscal year.

RECOMMENDATION: Authorization is requested to accept new revenue and to make adjustments to the General Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2021-2022 allocations totaling \$1,039,672. It is further requested that resolutions be adopted to adjust budgets, to accept new revenue and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5, Section 58308. Authorization is further 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.

Fred Williams

Recommended by


Approved for Submittal

3.c.2

Item No.

Budget Adjustments (Board Date May 10, 2022)

July 1, 2021 - June 30, 2022

Note: All expenditure adjustments are being placed in one account for each program. Separate budget transfers will be processed to reallocate the adjustment amount to align with program plans.

<u>Campus</u>	<u>Fund</u>	<u>Account Title</u>	<u>Fund</u>	<u>Orgn</u>	<u>Account</u>	<u>Program</u>	<u>Acty</u>	<u>Locn</u>	<u>Adjustment</u>
General Fund (0101)									
AC	Culturally Competent Faculty Professional Development	Other Operating Expenses	18002	XXXX	50000	XXXX			\$ 100,870.00
AC	Culturally Competent Faculty Professional Development	State Revenues	18002	XXXX	86275	XXXX			\$ 100,870.00
AC	EEO Best Practices	Other Operating Expenses	18001	XXXX	50000	XXXX			\$ 208,333.00
AC	EEO Best Practices	State Revenues	18001	XXXX	86274	XXXX			\$ 208,333.00
AC	LSP Funding	Other Operating Expenses	17970	XXXX	50000	XXXX			\$ 30,227.00
AC	LSP Funding	State Revenues	17970	XXXX	86280	XXXX			\$ 30,227.00
CC	DSPS	Supplies & Materials	17612	3220	40000	6420			\$ 6,587.00
CC	DSPS	State Revenues	17612	3220	86230	6420			\$ 6,587.00
CC	HSI-STEM Project RAISE Grant	Supplies & Materials	16630	3240	40000	6010			\$ 9,998.00
CC	HSI-STEM Project RAISE Grant	Federal Revenues	16630	3240	81900	6010			\$ 9,998.00
CC	SWP - Regional Fund	Other Operating Expenses	17252	2805	50000	6010			\$ 105,894.00
CC	SWP - Regional Fund	State Revenues	17252	2805	86255	6010			\$ 105,894.00
FC	DSPS	Other Operating Expenses	17622	6120	50000	6420			\$ 5,815.00
FC	DSPS	State Revenues	17622	6120	86230	6420			\$ 5,815.00
FC	Employer Engagement Funds	Other Operating Expenses	17297	XXXX	50000	XXXX			\$ 100,435.00
FC	Employer Engagement Funds	State Revenues	17297	XXXX	86280	XXXX			\$ 100,435.00
FC	SWP - Regional Fund	Other Operating Expenses	17272	5495	50000	0400			\$ 105,894.00
FC	SWP - Regional Fund	State Revenues	17272	5495	86255	0400			\$ 105,894.00
NOCE	DSPS	Supplies & Materials	17632	8910	40000	6420			\$ 4,725.00
NOCE	DSPS	State Revenues	17632	8910	86230	6420			\$ 4,725.00
NOCE	SWP - Regional Fund	Other Operating Expenses	17282	9793	50000	6190			\$ 360,894.00
NOCE	SWP - Regional Fund	State Revenues	17282	9793	86255	6190			\$ 360,894.00

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 (0101), for fiscal year 2021-2022, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8199	Other Federal Revenues	\$ 9,998
8623	DSPS	17,127
8629	CalWORKs, TTIP, Other	1,012,547

	TOTALS	\$ <u>1,039,672</u>
--	--------	---------------------

<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
4000	Supplies & Materials	\$ 21,310
5000	Other Operating Expenses	1,018,362

	TOTALS	\$ <u>1,039,672</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 10, 2022, 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.c.4

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	May 10, 2022	Resolution	<u>X</u>
SUBJECT:	2021-2022 Budget Transfers: General Fund, General Obligation Bond Fund, and Capital Outlay 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 to approve the 2021-2022 General Fund, General Obligation Bond Fund, and Capital Outlay Fund transfers netting to the amount of \$1,776,103 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams

Recommended by


Approved for Submittal

3.d.1

Item No.

1. 17242: Strong Workforce Initiative - Local - FC

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(1,424,042)
To:	1100 Instructional Salaries	45,000
	2100 Noninstructional Salaries	584,156
	3900 Benefits	181,386
	4000 Supplies & Materials	90,600
	6000 Capital Outlay	522,900

2. 17161/2: California Adult Education Program Funds - NOCE

2.1 Transfer to align budget with approved program plans.

From:	2100 Noninstructional Salaries	(52,904)
	2300 Noninstructional Salaries	(29,128)
	5000 Other Operating Expenses & Services	(37,974)
To:	1300 Instructional Salaries	78,454
	3900 Benefits	28,460
	4000 Supplies & Materials	13,092

2.2 Transfer to align budget with approved program plans.

From:	1300 Instructional Salaries	(4,109)
	2300 Noninstructional Salaries	(3,813)
	3900 Benefits	(999)
	5000 Other Operating Expenses & Services	(54,625)
To:	2100 Noninstructional Salaries	63,546

3. 11200: Current Year Funds - AC

Transfer to cover expenses for the Facilities Maintenance and Repairs.

From:	6000 Capital Outlay	(21,000)
To:	5000 Other Operating Expenses & Services	21,000

4. 11100: Prior Year Funds - FC

Transfer to cover professional expert salaries and benefits for Program Review activities.

From:	5000 Other Operating Expenses & Services	(31,000)
To:	2300 Noninstructional Salaries	27,000
	3900 Benefits	4,000

5. 11200: Current Year Funds - FC

5.1 Transfer to cover purchases for new HyFlex (Hybrid-Flexible) technology equipment media for classroom 529 at Fullerton College.

From:	5000 Other Operating Expenses & Services	(17,604)
To:	6000 Capital Outlay	17,604

Budget Transfers

05-10-2022

5.2 Transfer to cover personnel costs, supplies and materials, and other operating expenses for the Veterans Center.

From:	1200 Noninstructional Salaries	(18,940)
To:	2100 Noninstructional Salaries	7,025
	2300 Noninstructional Salaries	1,173
	3900 Benefits	1,154
	4000 Supplies & Materials	4,786
	5000 Other Operating Expenses & Services	4,802

6. 11100: Prior Year Funds - CC

6.1 Transfer to cover hourly counselors salaries for the STEM program.

From:	5000 Other Operating Expenses & Services	(88,609)
To:	1400 Noninstructional Salaries	88,609

6.2 Transfer to cover purchase of Clockwork system which will be used for counseling appointments, record-keeping, and preserve all STEM related achieves in the iCloud as well as record-keeping for the book loan program.

From:	7600 Other Student Aid	(33,170)
To:	5000 Other Operating Expenses & Services	33,170

7. 4xxxx: Capital Outlay Funds - AC

Transfer to re-allocate funding from completed capital projects to other on-going capital projects.

From:	5000 Other Operating Expenses & Services	(77,205)
To:	6000 Capital Outlay	77,205

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.

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
1200	\$ 18,940	1100	\$ 45,000
5000	1,636,788	1300	74,345
7600	33,170	1400	88,609
		2100	601,823
		2300	21,260
		3900	215,461
		4000	105,509
		6000	536,891
TOTAL	\$ 1,688,898	TOTAL	\$ 1,688,898

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 10, 2022, 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.d.4

 Item No.

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

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the General Obligation Bond Fund (2123), 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.

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
6000	\$ 10,000	5000	\$ 10,000
TOTAL		TOTAL	
	\$ 10,000		\$ 10,000

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 10, 2022, 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.d.5

 Item No.

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

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the Capital Outlay Fund (4040), 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.

FROM		TO	
Budget Classification	Amount	Budget Classification	Amount
5000	\$ 77,205	6000	\$ 77,205

TOTAL	\$	77,205	TOTAL	\$	77,205
--------------	-----------	---------------	--------------	-----------	---------------

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 10, 2022, 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.d.6

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	May 10, 2022	Information	_____ X
		Enclosure(s)	_____ X
SUBJECT:	Quarterly Investment Report and Irrevocable Retiree Benefits Trust Report as of March 31, 2022		

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, 2022, 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, 2022, the District had **\$286,830,236.21** on deposit. The total of the Orange County Treasurer's Combined Educational Investment Pool, at net book value, was **\$5,977,329,223** and the market value was **\$5,902,917,368**. This represents an unrealized loss for accounting purposes of approximately -1.24%, which equates to **-\$3,570,754** 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, 2022, was 0.38%. Net interest earned for the quarter totaled **\$271,917.15**.
2. **Cypress College and Fullerton College Investments.** As of March 31, 2022, the colleges' investments total **\$1,899,300.07**. This amount was invested in certificates of deposit with the interest rates varying from **0.095%** to **2.96%**.

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.

For the quarter ended March 31, 2022, the portfolio value changed from **\$144,858,442.52** to **\$132,816,319.61**, a change in value of **-\$12,042,122.91**. No contributions or withdrawals were made during this quarter. The time weighted return net of fees was **-8.31%** quarter-to-date and **7.64%** 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 District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 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 31,2021.

Fred Williams

Recommended by


Approved for Submittal

3.e.2

Item No.

Cash in County Treasury

As of March 31, 2022

General Fund	\$ 117,937,896.94
Child Development Fund	106,857.51
FC Bursar Fund	2,324,667.48
CC Bursar Fund	1,105,462.44
Capital Outlay Fund	61,092,313.87
Self Insurance Fund	26,804,570.58
Retiree Benefit Fund	1,520,608.50
Student Financial Aid Fund	9,662,103.19
Bond Fund	66,275,755.70
Total	<u><u>\$ 286,830,236.21</u></u>

CYPRESS COLLEGE INVESTMENTS
MONTH ENDING March 31, 2022

<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</i>	<i>(6 mos - 2 years)</i>	CD # OBP-774145	Union Banc	9/27/2023	\$ 700,000.00	0.145%-1.10%
	<i>(3 years)</i>	CD # 911593-41	Schools 1st FCU	1/22/2023	\$ 114,761.44	2.270%
	<i>(3 years)</i>	CD # 0092620172-1000	East West Bank	6/26/2022	\$ 250,551.64	0.095%
	<i>(3 years)</i>	CD # 920880751-293841	NuVision FCU	1/22/2023	\$ 286,563.98	2.430%
<i>Total Bursar Investments</i>					<u>\$ 1,351,877.06</u>	
<i>Associated Students</i>		CD # 911593-40 (3 Years CD)	Schools 1st FCU	10/8/2022	\$ 172,822.14	2.47%
<i>Total Associated Students</i>					<u>\$ 172,822.14</u>	
<i>Total Investments</i>					<u><u>\$ 1,524,699.20</u></u>	

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

**Fullerton College
Investment Report
For Period Ended 03/31/22**

Fund	Investment Type	Issuer	Interest Rate	Maturity Date	Estimated Value
Assoc. Students	CD	Schools First Federal Credit Union	2.960	8/13/2024	153,720.70
Assoc. Students	CD	Schools First Federal Credit Union	2.230	8/2/2022	110,964.83
Bursar	CD	Schools First Federal Credit Union	0.600	9/14/2022	109,915.34
					<u>\$ 374,600.87</u>

Note: \$2,000,000 invested with County Department of Education (with interest accrued)

ORANGE COUNTY TREASURER-TAX COLLECTOR
ORANGE COUNTY INVESTMENT FUND (OCIF)
ORANGE COUNTY TREASURER'S POOL (OCTP) AND SPECIFIC INVESTMENT ACCOUNTS ⁽¹⁾
FOR THE MONTH AND QUARTER ENDED: March 31, 2022

OCTP INVESTMENT STATISTICS - By Reporting Entity

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 03/31/2022	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
Orange County Investment Pool (OCIP)	MARKET Value \$ 6,258,292,832	338	0.484%	0.462%	0.433%	0.9877 ⁽²⁾
	COST (Capital) \$ 6,334,875,952					
	MONTHLY AVG Balance \$ 6,002,731,714					
	QUARTERLY AVG Balance \$ 5,904,843,356					
	BOOK Value \$ 6,336,387,507					
Orange County Educational Investment Pool (OCEIP)	MARKET Value \$ 5,902,917,368	342	0.501%	0.430%	0.433%	0.9876 ⁽²⁾
	COST (Capital) \$ 5,975,881,995					
	MONTHLY AVG Balance \$ 5,858,313,591					
	QUARTERLY AVG Balance \$ 6,065,316,159					
	BOOK Value \$ 5,977,329,223					

INVESTMENT STATISTICS - Specific Investment Accounts

DESCRIPTION	CURRENT BALANCE	INVESTMENT BALANCES AT COST
Specific Investment Funds: 283, FVSD, CCCD	MARKET Value \$ 110,121,767 COST (Capital) \$ 111,084,281 MONTHLY AVG Balance \$ 111,055,758 QUARTERLY AVG Balance \$ 110,972,996 BOOK Value \$ 110,457,438	John Wayne Airport Investment Fund \$ 53,365,208 Fountain Valley School District Fund 40 34,697,454 CCCD Series 2017E Bonds 23,021,619 \$ 111,084,281

OCIF TOTALS

INVESTMENTS	CASH
OCIP \$ 6,334,875,951	
OCEIP 5,975,881,995	
Specific Investment 111,084,281	Cash 174,675,593
Totals \$ 12,421,842,227	\$ 174,675,593

Total Assets in the County Treasury \$ 12,596,517,820

KEY POOL STATISTICS

INTEREST RATE YIELD	WEIGHTED AVERAGE MATURITY (WAM)
OCIP - YTD NET YIELD 0.431%	OCIP 338
OCEIP - YTD NET YIELD 0.432%	OCEIP 342
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD 0.181%	JOHN WAYNE AIRPORT 49
90-DAY T-BILL YIELD - MONTHLY AVERAGE 0.406%	LGIP (Standard & Poors) 34

(1) Reported in compliance with Government Code Section 53646 (b)(1), with 2022 IPS requiring at least quarterly reporting per Government Code Section 53646 (d).

(2) The current NAVs for OCIP and OCEIP have dropped to .9877 and .9876 respectively. Short-term rates have risen slightly causing the market values on OCIP and OCEIP to drop below book values. The OCIP and OCEIP have sufficient liquidity to meet projected cash flow needs.

Irrevocable Retiree Benefits Trust
Performance Report
Quarter Ended 3/31/22

	Quarter ended <u>3/31/22</u>
Portfolio Value as of 12/31/21	\$ 144,858,442.52
Contributions	-
Withdrawals	
Income Received	413,929.78
Change in Market Value	(12,334,063.38)
Portfolio Fees	<u>(121,989.30)</u>
Portfolio Value on 3/31/22	<u><u>\$ 132,816,319.62</u></u>

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 10, 2022
SUBJECT: Destruction of Class 3 Disposable Records

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

BACKGROUND: The District periodically destroys nonessential records such as quotations, bid recaps, etc., that are no longer of value or have no legal consequence as part of a routine records management procedure. The District has reviewed the classification of documents and in compliance with Title 5, §59020 of the California Administrative Code, has identified those documents that may now be destroyed. Board approval is required prior to the destruction of the records indicated on the attached inventory.

This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

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

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

RECOMMENDATION: Authorization is requested for the disposal of Class 3 Disposable Records after July 1, 2022, from the District's Business Office, and the respective Bursar's Office of Cypress and Fullerton colleges and North Orange Continuing Education as listed on the attached inventory pursuant to Title 5, §59020 of the California Administrative Code.

Fred Williams

Recommended by


Approved for Submittal

3.f.1

Item No.

CLASS 3 DISPOSABLE RECORDS
DESTROY AFTER JULY 1, 2022

Anaheim Campus

Warrant Registers	2016-2017
Journal Entries and Bank Statements	2016-2017
Warrants	2016-2017
County Ledgers	2016-2017
Classified Timecards and Timesheets	2016-2017
Invoices	2016-2017
Miscellaneous	2016-2017
Cash Receipts	2016-2017
Certificated Timecards	2016-2017
Bid Recaps	2016-2017
Purchase Orders	2016-2017
Purchase Requisitions	2016-2017
Quotations	2016-2017

Campus Bursar Office

Bank Statements and Reconciliations with Checks	2016-2017
Journal Entries	2016-2017
Cash Receipts and Reconciliations	2016-2017
Purchase Orders and Requisitions	2016-2017
Cash Register Tapes and Reconciliations	2016-2017

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 10, 2022

SUBJECT: Renewal Pool of Division of the State Architect (DSA) Inspector Firms to Provide DSA Inspection Services for Districtwide Projects

Action _____
Resolution _____
Information _____
Enclosure(s) _____

BACKGROUND: On July 18, 2015 and May 24, 2016, the Board approved the following firms to be part of the DSA inspection services pool.

1. JMI Consultants, Inc., Temecula, CA
2. UCMI, Inc., Ladera Ranch, CA
3. Inland Inspections & Consulting, Riverside, CA
4. Day Construction Inspections, Costa Mesa, CA
5. Sandy Pringle Associates, Torrance, CA
6. LCC3 Construction Services, Inc., Ontario, CA
7. The Vinewood Company, La Verne, CA
8. Consulting & Inspection Services, LLC, San Marcos, CA
9. Vital Inspection Services, Inc., Anaheim, CA
10. Stephen Payte DSA Inspections, Inc., Quartz Hill, CA
11. Knowland Construction Services, Rancho Palos Verdes, CA
12. TYR, Inc., Long Beach, CA

The District would like to renew the DSA inspector pool for another five years. The District intends to employ the inspectors, on an as-needed basis, to serve as DSA inspector in support of the District's facilities construction program. The District reserves the right to add, delete, or otherwise modify the DSA inspector pool through an RFQ process at its sole discretion. The District may issue an agreement based on qualifications and evaluation of the scope and fee proposal prepared for the specific project. The terms and conditions of the employment of the inspector selected for the project will be set forth in an agreement. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: There is no financial impact

RECOMMENDATION: Authorization is requested to renew the DSA inspector pool for five years to provide DSA inspection services for Districtwide projects. The District reserves the right to add, delete, or otherwise modify the inspector pool through an RFQ process at its sole discretion. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

B. V. dist Bredm

Approved for Submittal

3.g.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 10, 2022
SUBJECT: Renewal Pool of Engineering Firms to
Provide General Engineering Services for
Districtwide Projects

Action _____
Resolution _____
Information _____
Enclosure(s) _____

BACKGROUND: On July 18, 2015, the Board approved the following firms to be part of the general engineering pool.

1. MHP, Inc., Long Beach, CA
2. Dahl, Taylor & Associates, Inc., Santa Ana, Ca
3. Englekirk Institutional, Inc., Santa Ana, CA
4. BSE Engineering, Inc., San Diego, CA
5. Fundament & Associates, Inc., Irvine, CA
6. Alfa Tech, Monrovia, CA
7. Grossman & Speer Associates, Inc., Glendale, CA
8. P2S Engineering, Inc., Long Beach, CA
9. FBA Engineering, Newport Beach, CA
10. BKF Engineers, Irvine, CA
11. Goss Engineering, Inc., Corona, CA
12. Budlong & Associates, Inc., Glendale, CA
13. TTG Corp, Anaheim, CA
14. IDS Group, Irvine, CA
15. DCGA Engineers, Ontario, CA
16. Salas O'Brien, San Jose, CA
17. Rodriguez Engineering, Orange, CA
18. John A Martin & Associates, Inc., Log Angeles, CA

The District would like to renew the pool for another five years. The District intends to employ consultants, on an as-needed basis, to serve on various roles in support of the District's facilities construction program. The District reserves the right to add, delete, or otherwise modify the consultant pool through an RFQ process at its sole discretion. The District may issue an agreement based on qualifications and evaluation of the scope and fee proposal prepared for the specific project. The terms and conditions of the employment of the consultant selected for the project will be set forth in an agreement. This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: There is no financial impact

RECOMMENDATION: Authorization is requested to renew the pool of engineering firms for five years to provide general engineering services for Districtwide projects. The District reserves the right to add, delete, or otherwise modify the consultant pool through an RFQ process at its sole discretion. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

B. V. dist Bredm

Approved for Submittal

3.h.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	May 10, 2022	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Amend Consultant Agreement with SVA Architects to Provide Architectural and Engineering Services for the Swing Space/Interim Housing for the First Floor Occupants of the Anaheim Campus	Enclosure(s)	<u> </u>

BACKGROUND: On September 28, 2021, the Board approved to enter into an architectural consultant agreement with SVA Architects (“SVA”) to provide architectural and engineering services for the Swing Space/Interim Housing Project (“Project”) at the Anaheim Campus. SVA has since completed the plans and specifications for the Project and submitted them to the Division of the State Architect for review on February 28, 2022.

SVA also submitted the Site Fire Access Plan to the Anaheim Fire Department (AFD), which was approved. However, the AFD plan reviewer commented that the fire hydrant flow data submitted with the Plan (flow rate from 712 – 823 Gallons Per Minute (GPM)) does not meet the minimum fire flow rate for the on-site fire hydrant and is not adequate per the fire code standards. The AFD indicated that we will need 2,750 GPM per the California Fire Code (CFC).

Cosco Fire did a water flow test on the public hydrant across the street from the east lot and the flow rate measured at 3,989 GPM at 20 PSI residual. This result indicates that the main water line on West Romneya Drive has the capacity and flow rate to meet the minimum flow rate requirement by the CFC for this Project.

To meet the fire code standards, SVA recommends installing a new fire water service from the main water line on West Romneya Drive. The new fire water lateral will go to a double check detector assembly where a new fire water line would be routed to a new on-site private fire hydrant that will service the interim housing. A separate Water Improvement Plan will be created, submitted, approved, and permitted with the City of Anaheim. SVA estimates the cost of constructing the new fire line system to be \$125,000. However, this amount could change. We will have a better estimate after the design is complete. SVA proposes to provide the requisite architectural and engineering services for a fee of \$8,800, plus reimbursables in an amount not to exceed \$7,000.

It is, therefore, requested that the agreement with SVA Architects to provide architectural and engineering services for the Swing Space/Interim Housing Project be amended to increase the contract amount by \$15,800 from \$109,000 to \$124,800 and extend the contract term from December 31, 2024, to the date of completion. This agenda item was submitted by Richard Williams, District Director, Facilities Planning & Construction, and Cora Baldovino, Manager, District Facilities Planning, Maintenance and Construction Contracts.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The fees of \$8,800 plus reimbursables in an amount not to exceed \$7,000 will be charged to the Measure J Bond funds.

RECOMMENDATION: Authorization is requested to amend the agreement with SVA Architects to provide architectural and engineering services for the Swing Space/Interim Housing Project to increase the contract amount by \$15,800 from \$109,000 to \$124,800 and extend the contract term from December 31, 2024, to the date of completion. Authorization is further requested for the Vice Chancellor, Finance & Facilities, and District Director, Purchasing, to execute the amendment to the agreement on behalf of the District.

Fred Williams

Recommended by


Approved for Submittal

3.i.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution
DATE: May 10, 2022 Information
Enclosure(s)
SUBJECT: Award Bid #2021-22, Cypress College
 Roof Replacement – LLRC Bldg #32 and
 Gym 1 Bldg #7

BACKGROUND: The condition of the roof seams of the Library Learning Resource Center (LLRC) Building #32 and Gym I, Building #7 has been damaged and can no longer be effectively repaired. The existing gravel on the roof will be removed and a new roof system will be installed.

On April 20, 2022, the Purchasing Department received five bids for the Cypress College Roof Replacement – LLRC Bldg #32 and Gym 1 Bldg #7 Project. The lowest responsive and responsible bidder was Chapman Coast Roof Co., Inc. in the amount of \$639,886 including \$50,000 allowance. The project cost estimate was \$669,000. Below is the bid summary.

COMPANY	BASE BID	ALLOWANCE	TOTAL
Chapman Coast Roof Co., Inc.	\$589,886.00	\$50,000.00	\$639,886.00
F C and Sons Roofing, Inc.	\$612,362.00	\$50,000.00	\$662,362.00
C.I. Services, Inc.	\$699,900.00	\$50,000.00	\$749,900.00
4 Season Roofing, Inc.	\$724,980.00	\$50,000.00	\$774,980.00
Best Contracting Services, Inc.	\$732,250.00	\$50,000.00	\$782,250.00

This agenda item was submitted by Phil Fleming, Director, Physical Plant (Cypress College) and Facilities and Jenney Ho, District Director, Purchasing.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this project will come from scheduled maintenance fund.

RECOMMENDATION: Authorization is requested to award Bid #2021-22, Cypress College Roof Replacement – LLRC Bldg #32 and Gym 1 Bldg #7 to Chapman Coast Roof Co., Inc. as the lowest overall responsive and responsible bidder in the amount of \$639,886 including \$50,000 Allowance. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the contract on behalf of the District.

Fred Williams

Recommended by

B. V. dist Bredm

Approved for Submittal

3.j.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X
Resolution _____
Information _____
Enclosure(s) X

DATE: May 10, 2022

SUBJECT: Amendment of Fullerton College NOCCCD
AUHSD CCAP Dual Enrollment Partnership
Agreement 2021-2024

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

As of May 10, 2022, the CCAP agreement between NOCCCD - Fullerton College and AUHSD will be amended by the addition of three educational programs: ART 110 F "Introduction to Art", ARTH 100 F "Introduction to Visual Culture" and CDES 115 F "Introduction to Early Childhood Education Curriculum". This amendment was created in response to a request received from AUHSD regarding expanding course offerings. This change is limited to the addition of three educational programs listed, the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Ericka Adakai, Director, Educational Partnerships and Programs/Dual Enrollment and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction 1: Student Experience and Success: NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals and Strategic Direction 4: Collective Impact & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

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

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

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

Cherry Li-Bugg

Recommended by

B. V. Dipt Brub

Approved for Submittal

4.a.1

Item No.

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

As of May 10, 2022, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District (NOCCCD), and Anaheim Union High School District (“SCHOOL DISTRICT”) will be amended by adding three educational programs (ADDENDUM A).

This change is only the addition of three educational programs; the entire remainder of the original agreement remains in full force.

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

Executed on May 10, 2022

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

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

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

North Orange County Community College District Board Meeting: *May 10, 2022*
School District Board Meeting: *June 9, 2022*

ADDENDUM A

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

PROGRAM YEAR: 2021-2024

COLLEGE: Fullerton College

EDUCATIONAL PROGRAMS: Child Development, Art, Art History

SCHOOL DISTRICT: Anaheim Union High School District

HIGH SCHOOLS: Katella, Anaheim, Loara, Gilbert

TOTAL NUMBER OF STUDENTS TO BE SERVED: 90 students	TOTAL PROJECTED FTES: 27 FTES
--	-------------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
2. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS
3. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS
4. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Gilbert HS
5. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
6. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS
7. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS

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

8. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Gilbert HS
9. Introduction to Early Childhood Education Curriculum	CDES 115	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
10. Introduction to Early Childhood Education Curriculum	CDES 115	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS
11. Introduction to Early Childhood Education Curriculum	CDES 115	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS
12. Introduction to Early Childhood Education Curriculum	CDES 115	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Gilbert HS

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

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

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

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Introduction to Art	TBD	TBD	TBD	TBD
2. Introduction to Visual Culture	TBD	TBD	TBD	TBD
3. Introduction to Early Childhood Education Curriculum	TBD	TBD	TBD	TBD

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 10, 2022 Resolution
Information
SUBJECT: Amendment of Fullerton College NOCCCD Enclosure(s) X
BOUSD CCAP Dual Enrollment Partnership
Agreement 2021-2024

BACKGROUND: At its April 27, 2021 meeting, the NOCCCD Board of Trustees approved the NOCCCD BOUSD CCAP Dual Enrollment Partnership Agreement 2021-2024.

As of May 10, 2022, the CCAP agreement between NOCCCD - Fullerton College and BOUSD will be amended by the addition of five educational programs: ACCT 100 F “Small Business Accounting”, AJ 100 F “Introduction to Criminal Justice”, ARTH 100 F “Introduction to Visual Culture”, TECH 151 F “Applied Drone Piloting”, and MACH 101 F “Introduction to Machine Tools”. This amendment was created in response to a request received from BOUSD regarding expanding course offerings. This change is limited to the addition of five educational programs listed, the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Ericka Adakai, Director, Educational Partnerships and Programs/Dual Enrollment and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction 1: Student Experience and Success: NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals and Strategic Direction 4: Collective Impact & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

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

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

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

Cherry Li-Bugg
Recommended by


Approved for Submittal

4.b.1
Item No.

ADDENDUM A

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

As of May 10, 2022, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District (NOCCCD), and Brea Olinda Unified School District (“SCHOOL DISTRICT”) will be amended by adding five educational programs (ADDENDUM A).

This change is only the addition of five educational programs; the entire remainder of the original agreement remains in full force.

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

Executed on May 10, 2022

By: _____
Brea Olinda Unified School District
Brinda Leon
Deputy Superintendent
Chief Human Resources Officer

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

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

North Orange County Community College District Board Meeting: *May 10, 2022*
School District Board Meeting: *May 19, 2022*

ADDENDUM A

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

PROGRAM YEAR: 2021-2024

COLLEGE: Fullerton College

EDUCATIONAL PROGRAMS: **Accounting, Criminal Justice, Art, Art History, Drone, Machine**

SCHOOL DISTRICT: **Brea Olinda Unified School District**

HIGH SCHOOLS: **Brea Olinda, Brea Canyon**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 120 students	TOTAL PROJECTED FTES: 115 FTES
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Small Business Accounting	ACCT 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
2. Introduction to Criminal Justice	AJ 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
3. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
4. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
5. Introduction to Machine Tools	MACH 101 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Canyon HS

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

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

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

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Small Business Accounting	TBD	TBD	TBD	TBD
2. Introduction to Criminal Justice	TBD	TBD	TBD	TBD
3. Introduction to Visual Culture	TBD	TBD	TBD	TBD
4. Applied Drone Piloting	TBD	TBD	TBD	TBD
5. Introduction to Machine Tools	TBD	TBD	TBD	TBD

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 10, 2022

SUBJECT: Amendment of Fullerton College NOCCCD
FJUHSD CCAP Dual Enrollment Partnership
Agreement 2021-2024

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

BACKGROUND: At its April 27, 2021 meeting, the NOCCCD Board of Trustees approved the NOCCCD FJUHSD CCAP Dual Enrollment Partnership Agreement 2021-2024.

As of May 10, 2022, the CCAP agreement between NOCCCD - Fullerton College and FJUHSD will be amended by the addition of five educational programs: ART 110 F "Introduction to Art", ARTH 100 F "Introduction to Visual Culture", MUS 119 F "History of Rock Music", MUSA 170 F "Introduction to Percussion" and TECH 151 "Applied Drone Piloting". This amendment was created in response to a request received from FJUHSD regarding expanding course offerings. This change is limited to the addition of five educational programs listed, the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Ericka Adakai, Director, Educational Partnerships and Programs/Dual Enrollment and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction 1: Student Experience and Success: NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals and Strategic Direction 4: Collective Impact & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

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

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

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

Cherry Li-Bugg
Recommended by


Approved for Submittal

4.c.1
Item No.

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

As of May 10, 2022, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD) and Fullerton Joint Union High School District (“SCHOOL DISTRICT”) will be amended by adding five educational programs (ADDENDUM A).

This change is only the addition of five educational programs; the entire remainder of the original agreement remains in full force.

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

Executed on May 10, 2022

By: _____
Fullerton Joint Union High School District
Sylvia Kaufman Ed. D.
Assistant Superintendent, Education Services

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

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

North Orange County Community College District Board Meeting: *May 10, 2022*
School District Board Meeting: *May 11, 2022*

ADDENDUM A

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

PROGRAM YEAR: 2021-2024

COLLEGE: Fullerton College

EDUCATIONAL PROGRAMS: Art, Art History, Music, Drone

SCHOOL DISTRICT: Fullerton Joint Union High School District

HIGH SCHOOLS: Buena Park, Fullerton, La Habra, La Vista, Sonora, Sunny Hills, Troy

TOTAL NUMBER OF STUDENTS TO BE SERVED: 150 students	TOTAL PROJECTED FTES: 80 FTES
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS
2. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
3. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Habra HS
4. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
5. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sonora HS
6. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sunny Hills HS
7. Introduction to Art	ART 110 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Troy HS

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

8. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS
9. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
10. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Habra HS
11. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
12. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sonora HS
13. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sunny Hills HS
14. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Troy HS
15. History of Rock Music	MUS 119 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS
16. History of Rock Music	MUS 119 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
17. History of Rock Music	MUS 119 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Habra HS
18. History of Rock Music	MUS 119 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
19. History of Rock Music	MUS 119 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sonora HS
20. History of Rock Music	MUS 119 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sunny Hills HS
21. History of Rock Music	MUS 119 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Troy HS

22. Introduction to Percussion	MUSA 170 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS
23. Introduction to Percussion	MUSA 170 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
24. Introduction to Percussion	MUSA 170 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Habra HS
25. Introduction to Percussion	MUSA 170 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
26. Introduction to Percussion	MUSA 170 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sonora HS
27. Introduction to Percussion	MUSA 170 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sunny Hills HS
28. Introduction to Percussion	MUSA 170 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Troy HS
29. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS
30. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
31. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Habra HS
32. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
33. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sonora HS
34. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sunny Hills HS
35. Applied Drone Piloting	TECH 151 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Troy HS

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

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

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

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Introduction to Art	TBD	TBD	TBD	TBD
2. Introduction to Visual Culture	TBD	TBD	TBD	TBD
3. History of Rock Music	TBD	TBD	TBD	TBD
4. Introduction to Percussion	TBD	TBD	TBD	TBD
5. Applied Drone Piloting	TBD	TBD	TBD	TBD

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: May 10, 2022 Resolution
Information
SUBJECT: Amendment of Fullerton College NOCCCD Enclosure(s) X
PYLUSD CCAP Dual Enrollment Partnership
Agreement 2021-2024

BACKGROUND: At its April 27, 2021 meeting, the NOCCCD Board of Trustees approved the NOCCCD PYLUSD CCAP Dual Enrollment Partnership Agreement 2021-2024.

As of May 10, 2022, the CCAP agreement between NOCCCD - Fullerton College and PYLUSD will be amended by the addition of one educational program: ARTH 100 F "Introduction to Visual Culture". This amendment was created in response to a request received from PYLUSD regarding expanding course offerings. This change is limited to the addition of one educational program listed, the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Ericka Adakai, Director, Educational Partnerships and Programs/Dual Enrollment and Dr. José Ramón Núñez, Vice President, Instruction.

How does this relate to the five District Strategic Directions? This item responds to Strategic Direction 1: Student Experience and Success: NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals and Strategic Direction 4: Collective Impact & Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community-based organizations, and businesses to create positive change in the region.

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

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

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

Cherry Li-Bugg
Recommended by


Approved for Submittal

4.d.1
Item No.

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

As of May 10, 2022, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District (NOCCCD), and Placentia Yorba Linda Unified School District (“SCHOOL DISTRICT”) will be amended by adding one educational program (ADDENDUM A).

This change is only the addition of one educational program; the entire remainder of the original agreement remains in full force.

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

Executed on May 10, 2022

By: _____
Placentia Yorba Linda Unified School District
David Giordano
Assistant Superintendent, Business Services

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

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

North Orange County Community College District Board Meeting: *May 10, 2022*
School District Board Meeting: *May 17, 2022*

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

ADDENDUM A

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

PROGRAM YEAR: 2021-2024

COLLEGE: Fullerton College

EDUCATIONAL PROGRAMS: **Art History**

SCHOOL DISTRICT: **Placentia Yorba Linda Unified School District**

HIGH SCHOOLS: **El Dorado, El Camino, Esperanza, Yorba Linda, Valencia**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 30 students	TOTAL PROJECTED FTES: 3 FTES
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS El Dorado HS
2. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS El Camino HS
3. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Esperanza HS
4. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Yorba Linda HS
5. Introduction to Visual Culture	ARTH 100 F	Summer, Fall & Spring	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Valencia HS

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

The courses have been offered previously to college bound high school students to support a successful transition into college level coursework and improve matriculation.
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Note: All referenced Sections from AB 288 (Education Code 76004)

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

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Introduction to Visual Culture	TBD	TBD	TBD	TBD

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
		Resolution	<u> </u>
DATE:	May 10, 2022	Information	<u> </u>
		Enclosure(s)	<u> X </u>
SUBJECT:	North Orange Continuing Education Curriculum Matters		

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

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

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

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #1: Student Experience & Success - NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals.

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

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

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

Cherry Li-Bugg

Recommended by



Approved for Submittal

4.e.1

Item No.

North Orange Continuing Education Curriculum

Pending Board approval on May 10, 2022.
 Approved by District Curriculum Coordinating Committee on April 22, 2022.
 Approved by North Orange Continuing Education Curriculum Committee
 on April 6, 2022 and April 12, 2022.

New Courses				
Course ID	Title	Hours	Justification	Eff Date
ABED 102	Supervised Tutoring	1-360	This course provides additional instructional support to help students master course content.	2022 Fall
IHSS 305	High School Economics A	36	This course will update instructional materials to current events, research, and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and replace the current HSDP five credit Economics course.	2022 Fall
IHSS 306	High School Economics B	36	This course will update instructional materials to current events and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and replace the current HSDP five-credit Economics course.	2022 Fall
IHSS 310	High School US Government A	36	This course will update instructional materials to current events and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and replace the current five-credit HSDP US Government course.	2022 Fall
IHSS 311	High School US Government B	36	This course will update instructional materials to current events and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and will replace the current five-credit HSDP US Government course.	2022 Fall
IHSS 315	High School US History A	36	This course will update instructional materials to current events, research, and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and replace the current ten-credit HSDP US History course.	2022 Fall
IHSS 316	High School US History B	36	This course will update instructional materials to current events and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and replace the current ten-credit HSDP US History course.	2022 Fall
IHSS 317	High School US History C	36	This course will update instructional materials to current events and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and replace the current ten-credit HSDP US History course.	2022 Fall
IHSS 318	High School US History D	36	This course will update instructional materials to current events and implement DEIA principles through research-based instructional strategies and methods of evaluation in face-to-face and online settings and replace the current ten-credit HSDP US History course.	2022 Fall
OTEC 215	Computer Concepts and Applications IBEST	96	OTEC 210 and 211 are being taught through I-BEST. In the I-BEST format there is not enough time for students to obtain the program goals causing students to be dropped. The combining of the two courses will provide sufficient time for students to achieve program goals. To update the title.	2022 Fall

New Courses				
Course ID	Title	Hours	Justification	Eff Date
PARN 296	Many Identities, One Diverse Nation	24	This course is the second of three courses in Parenting's Understanding Anti-Bias Framework course track. It details the first two of the four components of the Learning for Justice's Anti-Bias Framework: Identity and Diversity.	2022 Fall
PARN 297	Raising Culturally Responsive Children	24	This is the last of a 3 course series under LEAP PARN that addresses 2 of the 4 k-12 Social Justice Standards of "Action" and "Justice".	2022 Fall
PARN 350	Love and Logic Workshop 1	1.5	This course is the first of several 90-minute workshops to be offered at our annual BTIC and various outreach events.	2022 Fall
PARN 352	Internet Safety Workshop	1.5	This course is the one of several 90-minute workshops to be offered at our annual BTIC conference and various outreach events.	2022 Fall
PARN 354	Adverse Childhood Experiences Workshop	1.5	This course is the one of several 90-minute workshops to be offered at our annual BTIC conference and various outreach events.	2022 Fall
WFPR 105	Build Your Career	12	To provide students with the opportunity to learn the skills needed to launch their career due to NOCE not offering internships or job placement.	2022 Fall

Revised Courses				
Course ID	Title	Hours	Justification	Eff Date
BMGR 430	Marketing Principles	18	Updated teaching materials, methods of evaluation, and methods of instruction.	2022 Fall
ESLA 001	ESL Learning Center	12-120	Update coding for accuracy in reporting and data submission. Added Canvas and updated teaching materials.	2022 Fall
ESLA 180	ESL Reading Skills, Beginning	36-72	Update coding for accuracy in reporting and data submission. Update hours to reflect ESL program standards for ESL specialty courses. Update teaching materials to reflect current practices.	2022 Fall
ESLA 181	ESL Reading Skills, Intermediate to Advanced	36-72	Update coding for accuracy in reporting and data submission. Update course hours to reflect ESL program standards for ESL specialty courses. Update teaching materials to reflect current practices.	2022 Fall
ESLA 185	ESL Writing Skills, Beginning	36-72	Update coding for accuracy in reporting and data submission. Update course hours to reflect ESL program standards for ESL specialty courses. Update teaching materials to reflect current practices.	2022 Fall
ESLA 186	ESL Writing Skills, Intermediate to Advanced	36-72	Update coding for accuracy in reporting and data submission. Update course hours to reflect ESL program standards for ESL specialty courses. Update teaching materials to reflect current practices.	2022 Fall
ESLA 211	ESL Skill Building, Intermediate to Advanced	180	Update coding for accuracy in reporting and data submission. Canvas and Office 365 added to Textbooks/Resources.	2022 Fall
ESLA 225	ESL Vocabulary Review, Beginning	36-72	Update coding for accuracy in reporting and data submission. Update course hours to reflect ESL program standards for ESL specialty courses. Update teaching materials to reflect current practices.	2022 Fall
ESLA 226	ESL Vocabulary Review, Intermediate to Advanced	36-72	Update coding for accuracy in reporting and data submission. Update course hours to reflect ESL program standards for ESL specialty courses. Update teaching materials to reflect current practices.	2022 Fall
ESLA 801	ESL and Computer Skills, Beginning	36-72	Update coding for accuracy in reporting and data submission. Update course hours to reflect ESL program standards for specialty courses. Update title to reflect ESL program standards in course names (begin with ESL for identification purposes). Update teaching materials to reflect current practices.	2022 Fall
ESLA 815	ESL and Computer Skills, Intermediate to Advanced	36-72	Update coding for accuracy in reporting and data submission. Update course hours to reflect ESL program standards on ESL specialty courses. Update title to reflect ESL program standards in course names (begin with ESL for identification purposes). Update teaching materials to reflect current practices.	2022 Fall
ESLA 850	Citizenship Preparation, Beginning	72-90	Update coding for accuracy in reporting and data submission.	2022 Fall

Revised Courses				
Course ID	Title	Hours	Justification	Eff Date
ESLA 851	Citizenship Preparation, Intermediate/Advanced	72-90	Update coding for accuracy in reporting and data submission. Update teaching materials to reflect current practices.	2022 Fall
ESLA 1020	Vocational English-as-a-Second Language: Early Childhood Education	36	Update coding for accuracy in reporting and data submission. Canvas added to Textbooks/Resources.	2022 Fall
ESLA 1025	Vocational English as a Second Language: Pharmacy Technician	36	Update coding for accuracy in reporting and data collection. Update teaching materials to reflect current practices.	2022 Fall
ESLA 1030	Vocational English as a Second Language: Administrative Assistant	36	Update coding for accuracy in reporting and data submission.	2022 Fall
ESLA 1050	ESL Workplace Advancement Skills, Intermediate	60	Update coding for accuracy in reporting and data submission. Change course title to reflect level accurately and align with ESL program course name standards. Update teaching materials to reflect current practices.	2022 Fall
ESLA 1052	ESL Workforce Readiness Skills, Intermediate	60	Update coding for accuracy in reporting and data submission. Update course title to reflect the appropriate course level as well as align with ESL program standards for course names. Remove antiquated job search practices from course content. Update teaching materials to reflect current practices.	2022 Fall
ESLA 1054	ESL Workplace Advancement Skills, Advanced	60	Remove prerequisite because it is no longer active. Update teaching material to reflect current practices. Update coding to be consistent with similar courses.	2022 Fall
ESLA 1056	ESL Workforce Readiness Skills, Advanced	60	Remove prerequisite because it is no longer active. Update teaching material to reflect current practices. Update coding to be consistent with similar courses.	2022 Fall
MS 105	Introduction to Excel	36	Updated teaching materials and methods of instruction.	2022 Fall

New Programs					
Program		Eff Date	Justification		
ESL for Community Involvement, Beginning	This is an integrated language program meaning that all language skills are addressed at the beginning level of English language acquisition. The program has one required course: ESL for Community Involvement, Beginning. The program has at least one required elective course from a choice of seven, and students can choose the elective course that focuses most closely on their individual learning needs and goals.		2022 Fall	The main goal of the ESL for Community Involvement, Beginning certificate program is to provide ESL students English emergence and development in all four language skills: reading, writing, listening, and speaking. The topics are based on adult learners' personal, family and community-based goals. Grammar, vocabulary, and pronunciation are covered within the context of those topics. The learning objectives of this program are focused on the language acquisition needed to help students reach their English language-based goals. Our ESL students desire to be complete members of our community with the same access to all opportunities available to native speakers of English. The ESL for Community Involvement course is designed to help students bridge any language and cultural gaps that exist as a result of not having been educated in	
	Core courses				
		Hours			
	ESLA 260	ESL for Community Involvement, Beginning			180
	Elective courses (must choose 1 of 7)				
		Hours			
	ESLA 180	ESL Reading Skills, Beginning			36
	ESLA 182	ESL Speaking Skills, Beginning			36
	ESLA 185	ESL Writing Skills, Beginning			36
	ESLA 222	ESL Grammar Review, Beginning			36
	ESLA 225	ESL Vocabulary Review, Beginning			36
ESLA 250	American Idioms-Beginning	36			

New Programs				
Program			Eff Date	Justification
	ESLA 801	ESL and Computer Skills, Beginning	36	the U.S. system. The choice of electives allows students to choose an area of focus that addresses their respective needs.
	Total Hours		216	
ESL for Community Involvement, Intermediate to Advanced	This is an integrated language program meaning that all language skills are addressed at the intermediate to advanced level of English language proficiency. The program has one required course: ESL for Community Involvement, Intermediate to Advanced. The program has at least one required elective course from a choice of seven, and students can choose the elective course that focuses most closely on their individual learning needs and goals.		2022 Fall	The main goal of the ESL for Community Involvement, Intermediate to Advanced certificate program is to provide ESL students English language fluency building in all four language skills: reading, writing, listening, and speaking. The topics are based on adult learners' personal, family and community-based goals. Grammar, vocabulary, and pronunciation are covered within the context of those topics. The learning objectives of this program are focused on the language acquisition needed to help students reach their English language-based goals.
	Core courses			
			Hours	
ESLA 261	ESL for Community Involvement, Intermediate to Advanced		180	
	Elective courses (must choose 1 of 7)			
			Hours	
ESLA 181	ESL Reading Skills, Intermediate to Advanced		36	
ESLA 183	ESL Speaking Skills, Intermediate to Advanced		36	
ESLA 186	ESL Writing Skills, Intermediate to Advanced		36	
ESLA 223	ESL Grammar Review, Intermediate to Advanced		36	
ESLA 226	ESL Vocabulary Review, Intermediate to Advanced		36	
ESLA 251	American Idioms - Intermediate, Advanced		36	
ESLA 815	ESL and Computer Skills, Intermediate to Advanced		36	
	Total Hours		216	
ESL for Workforce Preparation, Intermediate	The program is designed to help intermediate level ESL students acquire the workplace skills needed to obtain and retain employment, including applying and interviewing for a job, communicating on the job, and navigating the American workplace.		2021 Fall	The main goal of the ESL for Workforce Preparation, Intermediate certificate program is to assist ESL students at the intermediate levels in preparing for employment in the United States. The core ESL classes aim at building English language fluency in many different settings; however, there are many students who have expressed the need to develop English skills specifically for entering the workplace and succeeding on the job. The ESL for Workforce Preparation, Intermediate classes are geared at giving students the instruction and practice in building the language skills needed for achieving that aim. Students could use the skills honed in the intermediate classes to prepare for the advanced level of the ESL for Workforce Preparation courses and certificate or to transition to another course of study within North Orange Continuing Education or to the ESL programs at Cypress or Fullerton Colleges.
	Core courses			
			Hours	
ESLA 1050	ESL Workplace Advancement Skills, Intermediate		60	
ESLA 1052	ESL Workforce Readiness Skills, Intermediate		60	
	Total Hours		120	

Modified Programs/Certificates																																																															
Program		Eff Date	Justification																																																												
Administrative Professional	<p>The Administrative Professional certificate is designed to build upon the skills learned in the Business Information Worker I (BIW I) certificate program to prepare students for the next level of office and administrative support positions, including administrative assistant, administrative associate, administrative secretary, administrative specialist, administrative technician, clerk typist, department secretary, office assistant, secretary, and staff assistant. Students can be expected to learn the following: basic oral and written communications; practical keyboarding skills; fundamental computers and information processing skills; basic computer application skills, including beginning Excel, Word, Access, PowerPoint, and Outlook; fundamentals of the internet, digital ethics and awareness, and cloud computing, critical thinking and problem solving skills; and hands-on practice integrating Microsoft Office software into real world simulations. Students completing this program will be eligible to take the Microsoft Office Specialist (MOS) certifications in Word, Excel, Access, PowerPoint, and Outlook and the IC3 Digital Literacy certification. This training is also ideal for incumbent workers to be able to update their existing knowledge and skills relating to this field for more advanced career opportunities.</p> <p>To earn a certificate, students complete the required and elective courses as listed with a grade of P (pass). The exception is for WFPR 100 and/or WFPR 101 courses. If those courses are required or listed as an elective, students will not receive a grade and instead must complete at least 36 hours in either WFPR 100 or WFPR 101. For programs/courses that allow credit for prior learning, at least 75% of all course work must be completed at North Orange Continuing Education. (Contact the CTE Office to learn more about which courses offer credit for prior learning).</p> <table border="1"> <thead> <tr> <th colspan="3">Core Courses</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>COMP 685</td> <td>Beginning Keyboarding.</td> <td>36</td> </tr> <tr> <td>OTEC 100</td> <td>Office Essentials</td> <td>24</td> </tr> <tr> <td>OTEC 110</td> <td>Business Math for Office Technology</td> <td>24</td> </tr> <tr> <td>OTEC 105</td> <td>Microsoft Outlook Fundamentals</td> <td>12</td> </tr> <tr> <td>COMP 510</td> <td>Computer Keyboarding, Mastery I</td> <td>30</td> </tr> <tr> <td>COMP 511</td> <td>Keyboarding Mastery II</td> <td>30</td> </tr> <tr> <td>BMGR 415</td> <td>Written Communication-Business</td> <td>18</td> </tr> <tr> <td>OTEC 225</td> <td>MS Office Integrated Projects</td> <td>36</td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <th colspan="3">Computer Concepts and Applications (Must Choose 1 of 3 Options)</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> <tr> <td colspan="2">Option 1</td> <td>96</td> </tr> <tr> <td>OTEC 210</td> <td>Computer Concepts and Applications I</td> <td>36</td> </tr> <tr> <td>OTEC 211</td> <td>Computer Concepts and Applications II</td> <td>60</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td colspan="2">Option 2</td> <td>96</td> </tr> <tr> <td>OTEC 210</td> <td>Computer Concepts and Applications I</td> <td>36</td> </tr> <tr> <td>OTEC 200</td> <td>Computer Concepts and Applications II A</td> <td>20</td> </tr> </tbody> </table>	Core Courses					Hours	COMP 685	Beginning Keyboarding.	36	OTEC 100	Office Essentials	24	OTEC 110	Business Math for Office Technology	24	OTEC 105	Microsoft Outlook Fundamentals	12	COMP 510	Computer Keyboarding, Mastery I	30	COMP 511	Keyboarding Mastery II	30	BMGR 415	Written Communication-Business	18	OTEC 225	MS Office Integrated Projects	36		and		Computer Concepts and Applications (Must Choose 1 of 3 Options)					Hours	Option 1		96	OTEC 210	Computer Concepts and Applications I	36	OTEC 211	Computer Concepts and Applications II	60		or		Option 2		96	OTEC 210	Computer Concepts and Applications I	36	OTEC 200	Computer Concepts and Applications II A	20	2022 Fall	Update the programs to add in new options for students to complete the certificate requirements.
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	OTEC 202	Computer Concepts and Applications II C	20	
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	Option 3		96	
	OTEC 215	Computer Concepts and Applications IBEST	96	
	and			
	Computer Concepts and Applications III (Must Choose 1 of 2)			
			Hours	
	Option 1		36	
	OTEC 212	Computer Concepts and Applications III	36	
	or			
	Option 2		36	
	OTEC 205	Computer Concepts and Applications III A	18	
	OTEC 206	Computer Concepts and Applications III B	18	
	Total Hours		342	
Bookkeeping	<p>The bookkeeping certificate is designed to prepare students for a career as an entry-level bookkeeper or to provide the necessary knowledge of basic bookkeeping functions for business owners or entrepreneurs. Bookkeepers maintain their employers' financial records by using accounting software and other tools. As they play such a significant role in determining their companies' success, employers want only the most highly trained and ethical bookkeepers. As a result, employers prefer bookkeepers with industry knowledge. Students can be expected to learn the following: accounting fundamentals, accounting principles, payroll functions and QuickBooks.</p> <p>To earn a certificate, students complete the required and elective courses as listed with a grade of P (pass). The exception is for WFPR 100 and/or WFPR 101 courses. If those courses are required or listed as an elective, students will not receive a grade and instead must complete at least 36 hours in either WFPR 100 or WFPR 101. For programs/courses that allow credit for prior learning, at least 75% of all course work must be completed at North Orange Continuing Education. (Contact the CTE Office to learn more about which courses offer credit for prior learning).</p>		2022 Fall	Revised catalog description.
	Core Courses			
			Hours	
	BUSA 100	Accounting Fundamentals for Bookkeepers	36	
	BUSA 101	Accounting Principles for Bookkeepers	36	
	BUSA 102	Payroll Fundamentals for Bookkeepers	36	
	COMP 650	Quickbooks Fundamentals for Financial Office Applications	36	
	Total Hours		144	

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Business Information Worker I	<p>The Business Information Worker I (BIW I) certificate is designed, as the first level in a series of certificate options, to prepare students for entry-level office and administrative support in a variety of job positions, including general office clerks, retail salesperson, customer service representatives, receptionist, and information clerks. Students can be expected to learn the following: basic oral and written communications; basic computer application skills, including beginning Excel, Word, and Outlook; fundamentals of computer systems; and critical thinking and problem-solving skills. With a solid foundation in Microsoft Windows and Office, as well as strong digital and web literacy skills, students will be better prepared to meet the workforce demands of today's business environment. Students completing this program will be eligible to take the Microsoft Office Specialist (MOS) certifications in Word, Excel and Outlook.</p> <p>To earn a certificate, students complete the required and elective courses as listed with a grade of P (pass). The exception is for WFPR 100 and/or WFPR 101 courses. If those courses are required or listed as an elective, students will not receive a grade and instead must complete at least 36 hours in either WFPR 100 or WFPR 101. For programs/courses that allow credit for prior learning, at least 75% of all course work must be completed at North Orange Continuing Education. (Contact the CTE Office to learn more about which courses offer credit for prior learning).</p> <table border="1"> <thead> <tr> <th colspan="3">Core Courses</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>COMP 685</td> <td>Computer Keyboarding, Beginning</td> <td>36</td> </tr> <tr> <td>BMGR 415</td> <td>Written Communication-Business</td> <td>18</td> </tr> <tr> <td>OTEC 100</td> <td>Office Essentials</td> <td>24</td> </tr> <tr> <td>OTEC 105</td> <td>Microsoft Outlook Fundamentals</td> <td>12</td> </tr> <tr> <td>OTEC 110</td> <td>Business Math for Office Technology</td> <td>24</td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <th colspan="3">Computer Concepts and Applications (Must Choose 1 of 3 Options)</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> <tr> <td colspan="2">Option 1</td> <td>96</td> </tr> <tr> <td>OTEC 210</td> <td>Computer Concepts and Applications I</td> <td>36</td> </tr> <tr> <td>OTEC 211</td> <td>Computer Concepts and Applications II</td> <td>60</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td colspan="2">Option 2</td> <td>96</td> </tr> <tr> <td>OTEC 210</td> <td>Computer Concepts and Applications I</td> <td>36</td> </tr> <tr> <td>OTEC 200</td> <td>Computer Concepts and Applications II A</td> <td>20</td> </tr> <tr> <td>OTEC 201</td> <td>Computer Concepts and Applications II B</td> <td>20</td> </tr> <tr> <td>OTEC 202</td> <td>Computer Concepts and Applications II C</td> <td>20</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td colspan="2">Option 3</td> <td>96</td> </tr> <tr> <td>OTEC 215</td> <td>Computer Concepts and Applications IBEST</td> <td>96</td> </tr> <tr> <td colspan="2">Total Hours</td> <td>210</td> </tr> </tbody> </table>	Core Courses					Hours	COMP 685	Computer Keyboarding, Beginning	36	BMGR 415	Written Communication-Business	18	OTEC 100	Office Essentials	24	OTEC 105	Microsoft Outlook Fundamentals	12	OTEC 110	Business Math for Office Technology	24		and		Computer Concepts and Applications (Must Choose 1 of 3 Options)					Hours	Option 1		96	OTEC 210	Computer Concepts and Applications I	36	OTEC 211	Computer Concepts and Applications II	60		or		Option 2		96	OTEC 210	Computer Concepts and Applications I	36	OTEC 200	Computer Concepts and Applications II A	20	OTEC 201	Computer Concepts and Applications II B	20	OTEC 202	Computer Concepts and Applications II C	20		or		Option 3		96	OTEC 215	Computer Concepts and Applications IBEST	96	Total Hours		210	2022 Fall	Update the programs to add in new options for students to complete the certificate requirements.
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Business Information Worker II	<p>The Business Information Worker II (BIW II) certificate is designed, as the second level in a series of certificate options, to prepare students for office and administrative support in a variety of fields or businesses. Students can be expected to learn the following: basic computer application skills, including QuickBooks, Access, and PowerPoint, fundamentals of electronic record keeping, and introduction to customer relation management. With a solid foundation in QuickBooks and Microsoft Access and PowerPoint, students will be better prepared to meet the workforce demands of today's business environment. Students completing this program will be eligible to take the Microsoft Office Specialist (MOS) certifications in Access and PowerPoint. Prerequisites: • Completion of Business Information Worker I certificate</p> <p>To earn a certificate, students complete the required and elective courses as listed with a grade of P (pass). The exception is for WFPR 100 and/or WFPR 101 courses. If those courses are required or listed as an elective, students will not receive a grade and instead must complete at least 36 hours in either WFPR 100 or WFPR 101. For programs/courses that allow credit for prior learning, at least 75% of all course work must be completed at North Orange Continuing Education. (Contact the CTE Office to learn more about which courses offer credit for prior learning).</p> <table border="1"> <thead> <tr> <th colspan="3">Core Courses</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>COMP 685</td> <td>Computer Keyboarding, Beginning</td> <td>36</td> </tr> <tr> <td>OTEC 100</td> <td>Office Essentials</td> <td>24</td> </tr> <tr> <td>OTEC 105</td> <td>Microsoft Outlook Fundamentals</td> <td>12</td> </tr> <tr> <td>BMGR 415</td> <td>Written Communication-Business</td> <td>18</td> </tr> <tr> <td>OTEC 110</td> <td>Business Math for Office Technology</td> <td>24</td> </tr> <tr> <td>OTEC 230</td> <td>Electronic Records Management</td> <td>54</td> </tr> <tr> <td>BMGR 431</td> <td>Finance for the Non-Financial Manager</td> <td>18</td> </tr> <tr> <td>OTEC 225</td> <td>MS Office Integrated Projects</td> <td>36</td> </tr> <tr> <td>COMP 650</td> <td>Quickbooks Fundamentals for Financial Office Applications</td> <td>36</td> </tr> <tr> <td>OTEC 111</td> <td>Customer Relation Management (CRM), Introduction</td> <td>18</td> </tr> <tr> <td></td> <td>and</td> <td></td> </tr> <tr> <th colspan="3">Computer Concepts and Applications (Must Choose 1 of 3 Options)</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> <tr> <td colspan="2">Option 1</td> <td>96</td> </tr> <tr> <td>OTEC 210</td> <td>Computer Concepts and Applications I</td> <td>36</td> </tr> <tr> <td>OTEC 211</td> <td>Computer Concepts and Applications II</td> <td>60</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td colspan="2">Option 2</td> <td>96</td> </tr> <tr> <td>OTEC 210</td> <td>Computer Concepts and Applications I</td> <td>36</td> </tr> <tr> <td>OTEC 200</td> <td>Computer Concepts and Applications II A</td> <td>20</td> </tr> </tbody> </table>	Core Courses					Hours	COMP 685	Computer Keyboarding, Beginning	36	OTEC 100	Office Essentials	24	OTEC 105	Microsoft Outlook Fundamentals	12	BMGR 415	Written Communication-Business	18	OTEC 110	Business Math for Office Technology	24	OTEC 230	Electronic Records Management	54	BMGR 431	Finance for the Non-Financial Manager	18	OTEC 225	MS Office Integrated Projects	36	COMP 650	Quickbooks Fundamentals for Financial Office Applications	36	OTEC 111	Customer Relation Management (CRM), Introduction	18		and		Computer Concepts and Applications (Must Choose 1 of 3 Options)					Hours	Option 1		96	OTEC 210	Computer Concepts and Applications I	36	OTEC 211	Computer Concepts and Applications II	60		or		Option 2		96	OTEC 210	Computer Concepts and Applications I	36	OTEC 200	Computer Concepts and Applications II A	20	2022 Fall	Update the programs to add in new options for students to complete the certificate requirements.
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ESL Speaking Skills, Beginning	<p>This is a focused language program. The program has one required course: ESL Speaking Skills, Beginning and at least one elective course: ESL Grammar Review, Beginning or ESL Vocabulary Review, Beginning. Students can choose the elective course based on their personal goals and needs.</p> <table border="1"> <tr> <td colspan="3">Core Courses</td> </tr> <tr> <td></td> <td></td> <td>Hours</td> </tr> <tr> <td>ESLA 182</td> <td>ESL Speaking Skills, Beginning</td> <td>36</td> </tr> <tr> <td colspan="3">Elective (choose 1 of 2)</td> </tr> <tr> <td></td> <td></td> <td>Hours</td> </tr> <tr> <td>ESLA 222</td> <td>ESL Grammar Review, Beginning</td> <td>36</td> </tr> <tr> <td>ESLA 225</td> <td>ESL Vocabulary Review, Beginning</td> <td>36</td> </tr> <tr> <td colspan="2">Total Hours</td> <td>72</td> </tr> </table>	Core Courses					Hours	ESLA 182	ESL Speaking Skills, Beginning	36	Elective (choose 1 of 2)					Hours	ESLA 222	ESL Grammar Review, Beginning	36	ESLA 225	ESL Vocabulary Review, Beginning	36	Total Hours		72	2022 Fall	Courses on original CDCP are no longer active. The new courses are included.																																				
Core Courses																																																															
		Hours																																																													
ESLA 182	ESL Speaking Skills, Beginning	36																																																													
Elective (choose 1 of 2)																																																															
		Hours																																																													
ESLA 222	ESL Grammar Review, Beginning	36																																																													
ESLA 225	ESL Vocabulary Review, Beginning	36																																																													
Total Hours		72																																																													
ESL Speaking Skills, Intermediate to Advanced	<p>This is a focused language program. The program has one required course: ESL Speaking Skills, Intermediate to Advanced and at least one elective course: ESL Grammar Review, Intermediate to Advanced or ESL Vocabulary Review, Intermediate to Advanced. Students can choose the elective course based on their personal goals and needs.</p> <table border="1"> <tr> <td colspan="3">Core Courses</td> </tr> <tr> <td></td> <td></td> <td>Hours</td> </tr> <tr> <td>ESLA 183</td> <td>ESL Speaking Skills, Intermediate to Advanced</td> <td>36</td> </tr> <tr> <td colspan="3">Elective (choose 1 of 2)</td> </tr> <tr> <td></td> <td></td> <td>Hours</td> </tr> </table>	Core Courses					Hours	ESLA 183	ESL Speaking Skills, Intermediate to Advanced	36	Elective (choose 1 of 2)					Hours	2022 Fall	Courses on original CDCP are no longer active. The new courses are included.																																													
Core Courses																																																															
		Hours																																																													
ESLA 183	ESL Speaking Skills, Intermediate to Advanced	36																																																													
Elective (choose 1 of 2)																																																															
		Hours																																																													

Modified Programs/Certificates																																	
Program		Eff Date	Justification																														
	<table border="1"> <tr> <td>ESLA 223</td> <td>ESL Grammar Review, Intermediate to Advanced</td> <td>36</td> </tr> <tr> <td>ESLA 226</td> <td>ESL Vocabulary Review, Intermediate to Advanced</td> <td>36</td> </tr> <tr> <td colspan="2">Total Hours</td> <td>72</td> </tr> </table>	ESLA 223	ESL Grammar Review, Intermediate to Advanced	36	ESLA 226	ESL Vocabulary Review, Intermediate to Advanced	36	Total Hours		72																							
ESLA 223	ESL Grammar Review, Intermediate to Advanced	36																															
ESLA 226	ESL Vocabulary Review, Intermediate to Advanced	36																															
Total Hours		72																															
ESL Work Readiness	<p>ESL Work Readiness program is offered to give English language learners the language and digital literacy skills needed to obtain employment. ESL and Computer Skills courses focus on improving language skills through computer applications tasks using MS Office Suite, online resources, and presentation programs. The elective courses provide support for students in specific career areas and provide a foundation for further study in those career technical education programs. This program develops foundation skills needed for successful employment, such as, basic language and digital literacy skills, thinking creatively, as well as developing responsibility, self-esteem, sociability, self-management, and integrity.</p> <table border="1"> <tr> <td colspan="3">Core Courses</td> </tr> <tr> <td></td> <td></td> <td>Hours</td> </tr> <tr> <td>ESLA 801</td> <td>ESL and Computer Skills, Beginning</td> <td>36</td> </tr> <tr> <td>ESLA 815</td> <td>ESL and Computer Skills, Intermediate to Advanced</td> <td>36</td> </tr> <tr> <td colspan="3">Elective Courses (must choose 1 of 3)</td> </tr> <tr> <td></td> <td></td> <td>Hours</td> </tr> <tr> <td>ESLA 1020</td> <td>Vocational English-as-a-Second Language: Early Childhood Education</td> <td>36</td> </tr> <tr> <td>ESLA 1025</td> <td>Vocational English as a Second Language: Pharmacy Technician</td> <td>36</td> </tr> <tr> <td>ESLA 1030</td> <td>Vocational English as a Second Language: Administrative Assistant</td> <td>36</td> </tr> <tr> <td colspan="2">Total Hours</td> <td>108</td> </tr> </table>	Core Courses					Hours	ESLA 801	ESL and Computer Skills, Beginning	36	ESLA 815	ESL and Computer Skills, Intermediate to Advanced	36	Elective Courses (must choose 1 of 3)					Hours	ESLA 1020	Vocational English-as-a-Second Language: Early Childhood Education	36	ESLA 1025	Vocational English as a Second Language: Pharmacy Technician	36	ESLA 1030	Vocational English as a Second Language: Administrative Assistant	36	Total Hours		108	2022 Fall	Reflects updated course titles and new electives.
Core Courses																																	
		Hours																															
ESLA 801	ESL and Computer Skills, Beginning	36																															
ESLA 815	ESL and Computer Skills, Intermediate to Advanced	36																															
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ESLA 1020	Vocational English-as-a-Second Language: Early Childhood Education	36																															
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ESLA 1030	Vocational English as a Second Language: Administrative Assistant	36																															
Total Hours		108																															
High School Diploma Program	<p>This program is designed for adults who desire to earn a high school diploma. Research indicates that the acquisition of a high school diploma can lead to improved employability and preparation for entry into college. Transfer credits from other programs will be evaluated; however, all students must complete a minimum of 20 credits with the NOCE High School Diploma Program to graduate. If a student has less than 20 credits remaining upon transfer, the rest of the total will be completed in mathematics or English to fill out the 20-credit residency requirement.</p> <p>Total All Required Core High School Credits.....110 Total All Electives High School Credits..... 50</p> <p>Total All Core and Elective High School Credits.....160</p> <p>(Please disregard "Hours" heading, High School Diploma Program is awarded in Credits)</p> <table border="1"> <tr> <td colspan="3">English - Core Courses (Minimum Core required credits - 30)</td> </tr> <tr> <td></td> <td></td> <td>Hours</td> </tr> <tr> <td>IHSS 100</td> <td>High School English 1</td> <td>1 - 10</td> </tr> <tr> <td>IHSS 101</td> <td>High School English 2</td> <td>1 - 10</td> </tr> </table>	English - Core Courses (Minimum Core required credits - 30)					Hours	IHSS 100	High School English 1	1 - 10	IHSS 101	High School English 2	1 - 10	2022 Fall	Updates needed to reflect the current program offerings.																		
English - Core Courses (Minimum Core required credits - 30)																																	
		Hours																															
IHSS 100	High School English 1	1 - 10																															
IHSS 101	High School English 2	1 - 10																															

Modified Programs/Certificates				Eff Date	Justification
Program					
IHSS 102	High School English 3		1 - 10		
IHSS 105	High School Writing Skills		1 - 10		
IHSS 997	High School Reading Strategies 1		1 - 5		
IHSS 998	High School Reading Strategies 2		1 - 5		
English - Elective Courses					
			Hours		
IHSS 100	High School English 1		1 - 10		
IHSS 101	High School English 2		1 - 10		
IHSS 102	High School English 3		1 - 10		
IHSS 105	High School Writing Skills		1 - 10		
IHSS 114	High School Film Appreciation		1 - 5		
IHSS 163	High School Composition		1 - 10		
IHSS 170	High School Grammar		1 - 10		
IHSS 183	High School Vocabulary		1 - 10		
IHSS 997	High School Reading Strategies 1		1 - 5		
IHSS 998	High School Reading Strategies 2		1 - 5		
Humanities - Core Courses (Minimum Core required credits - 10)					
			Hours		
IHSS 113	High School Mass Media		1 - 5		
IHSS 114	High School Film Appreciation		1 - 5		
IHSS 173	High School Novels		1 - 10		
IHSS 174	High School Literature		1 - 10		
IHSS 181	High School Short Stories		1 - 5		
IHSS 992	High School Art History - Artists and their Work		1 - 5		
IHSS 993	High School Elements and Principles of Design.		1 - 5		
Humanities - Elective Courses					
			Hours		
IHSS 113	High School Mass Media		1 - 5		
IHSS 114	High School Film Appreciation		1 - 5		
IHSS 173	High School Novels		1 - 10		
IHSS 174	High School Literature		1 - 10		
IHSS 181	High School Short Stories		1 - 5		
IHSS 992	High School Art History - Artists and their Work		1 - 5		
IHSS 993	High School Elements and Principles of Design.		1 - 5		
Mathematic - Core Courses (Minimum Core required credits - 20)					
			Hours		
IHSS 116	High School General Math		1 - 10		
IHSS 118	High School Algebra 1		1 - 10		
IHSS 119	High School Geometry		1 - 10		
			Hours		
IHSS 116	High School General Math		1 - 10		
IHSS 118	High School Algebra 1		1 - 10		
IHSS 119	High School Geometry		1 - 10		
Natural Sciences - Core Courses (Minimum Core Required Credits - 20)					
			Hours		
IHSS 121	High School Earth Science		1 - 5		
IHSS 122	High School Physical Science		1 - 5		

Modified Programs/Certificates			
Program		Eff Date	Justification
	IHSS 123	High School Biology	1 - 10
	IHSS 124	High School Health	1 - 10
	IHSS 153	High School General Science	1 - 10
	Natural Sciences - Elective Courses		
			Hours
	IHSS 121	High School Earth Science	1 - 5
	IHSS 122	High School Physical Science	1 - 5
	IHSS 123	High School Biology	1 - 10
	IHSS 124	High School Health	1 - 10
	IHSS 153	High School General Science	1 - 10
	Social and Behavioral Sciences - Core Courses (Minimum Core Required Credits - 30)		
			Hours
	IHSS 109	High School World History	1 - 10
	IHSS 305	High School Economics A	2.5
	IHSS 306	High School Economics B	2.5
	IHSS 310	High School US Government A	2.5
	IHSS 311	High School US Government B	2.5
	IHSS 315	High School US History A	2.5
	IHSS 316	High School US History B	2.5
	IHSS 317	High School US History C	2.5
	IHSS 318	High School US History D	2.5
	Social and Behavioral Sciences - Elective Courses		
			Hours
	IHSS 109	High School World History	1 - 10
	IHSS 110	High School World Geography	1 - 10
	IHSS 660	High School Psychology	1 - 5
	Other Electives		
			Hours
	IHSD 100	High School English A	5
	IHSD 101	High School English B	5
	IHSD 116	High School Math A	2.5
	IHSD 117	High School Math B	2.5
	IHSD 118	High School Math C	2.5
	IHSD 119	High School Math D	2.5
	IHSS 300	Transitioning to College	1
	IHSS 994	High School Academic Success	1 - 10
	<i>Total of 50 credits combined from electives courses in either English, Humanities, Mathematic, Natural Sciences, Social and Behavioral Sciences and/or Other Electives.</i>		
	Total Hours		160
Quality Assurance Management for Medical Devices	The Quality Assurance Management for Medical Device certificate prepares students for prospective careers in quality assurance within the medical device industry. Topics covered include regulatory agencies and laws pertaining to the medical device industry; introduction to the medical device industry and trends in the field; document control and database management; quality assurance concepts for medical device manufacturing; technical writing; the quality audit process; and employability skills. Upon successful program completion, students will be prepared for entry level positions in areas such as quality assurance specialist, quality compliance specialist and quality systems auditor depending on work experience and academic skill sets. This certificate will also	2022 Fall	The program modification is to revise catalog description and switch out the old course subject codes for the new course subject codes and numbering.

Modified Programs/Certificates																														
Program		Eff Date	Justification																											
	<p>benefit incumbent workers seeking promotional opportunities within the industry.</p> <p>To earn a certificate, students complete the required and elective courses as listed with a grade of P (pass). The exception is for WFPR 100 and/or WFPR 101 courses. If those courses are required or listed as an elective, students will not receive a grade and instead must complete at least 36 hours in either WFPR 100 or WFPR 101. For programs/courses that allow credit for prior learning, at least 75% of all course work must be completed at North Orange Continuing Education. (Contact the CTE Office to learn more about which courses offer credit for prior learning).</p> <table border="1"> <thead> <tr> <th colspan="3">Core Courses</th> </tr> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>QAMD 400</td> <td>Medical Device Quality Assurance Specialist, Introduction</td> <td>36</td> </tr> <tr> <td>QAMD 405</td> <td>Regulatory Affairs for Medical Devices</td> <td>36</td> </tr> <tr> <td>QAMD 410</td> <td>Document and Database Management for Medical Devices</td> <td>36</td> </tr> <tr> <td>QAMD 415</td> <td>Quality Assurance for Medical Devices</td> <td>36</td> </tr> <tr> <td>QAMD 420</td> <td>Technical Writing for Bio-Medical Industries</td> <td>36</td> </tr> <tr> <td>QAMD 425</td> <td>Quality Auditing for Medical Devices</td> <td>36</td> </tr> <tr> <td colspan="2">Total Hours</td> <td>216</td> </tr> </tbody> </table>	Core Courses					Hours	QAMD 400	Medical Device Quality Assurance Specialist, Introduction	36	QAMD 405	Regulatory Affairs for Medical Devices	36	QAMD 410	Document and Database Management for Medical Devices	36	QAMD 415	Quality Assurance for Medical Devices	36	QAMD 420	Technical Writing for Bio-Medical Industries	36	QAMD 425	Quality Auditing for Medical Devices	36	Total Hours		216		
Core Courses																														
		Hours																												
QAMD 400	Medical Device Quality Assurance Specialist, Introduction	36																												
QAMD 405	Regulatory Affairs for Medical Devices	36																												
QAMD 410	Document and Database Management for Medical Devices	36																												
QAMD 415	Quality Assurance for Medical Devices	36																												
QAMD 420	Technical Writing for Bio-Medical Industries	36																												
QAMD 425	Quality Auditing for Medical Devices	36																												
Total Hours		216																												

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	May 10, 2022	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	North Orange County Community College District LGBTQ+ Funding Allocation	Enclosure(s)	<u> X </u>

BACKGROUND: The North Orange County Community College District is pleased to report a funding allocation from the California Community College Chancellor’s Office for lesbian, gay, bisexual, transgender, queer, and plus (LGBTQ+) grant in the total amount of \$264,476 for a 60-month period from July 1, 2022 to June 30, 2027. This grant appropriated from AB132 SEC. 89. (a) provides funds to community college districts to support LGBTQ+ students based on the proportional share of students they serve and equity metrics.

Participating community college districts shall use this funding to provide needed services, based on best practices to LGBTQ+ students and use the funds for the following services at their institutions: LGBTQ+ Centers, development of safe zones and providing safe zone training, mental health services, housing insecurity services, LGBTQ+ learning communities, support of gay and straight alliance clubs, LGBTQ+ curriculum development, lavender graduation, workshops or speaker series, and other proven initiatives.

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The North Orange County Community College District has been allocated a total of \$264,476 from the California Community College Chancellor’s Office to be used by June 30, 2027, to support LGBTQ+ students.

RECOMMENDATION: Authorization is requested for the North Orange County Community College District to enter into an agreement with the California Community College Chancellor’s Office to accept the total LGBTQ+ funds in the amount of \$264,476 to be used by June 30, 2027, to support LGBTQ+ students throughout the District.

Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg
Recommended by

B. V. Dipt Bredel
Approved for Submittal

4.f.2
Item No.

**North Orange County Community College District
LGBTQ+**

**New Budget
July 1, 2022 to June 30, 2027**

<u>OBJECT OF EXPENDITURE</u>		<u>PROPOSED BUDGET</u>
5000 Other Operating Expenses & Services	xxxxx 50000	264,476
	Total Expenses	\$264,476
8000 Revenue		264,476
	Total Revenues	\$264,476

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 (0101), for fiscal year 2022-23, 2023-24, 2024-25, 2025-26, and 2026-27 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>264,476</u>
<u>EXPENDITURE ACCOUNT</u>	<u>DESCRIPTION</u>	
5000	Other Operating Expenses	\$ <u>264,476</u>
TOTALS		\$ <u>264,476</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 10, 2022, 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 10, 2022

SUBJECT: Academic Personnel

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

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

B. V. dist Brub

Approved for Submittal

5.a.1

Item No.

Academic Personnel
May 10, 2022

PROMOTION

Salzameda, Bridget FC Chemistry Instructor

To: FC Dean, Natural Science
12-month Position (100%)
Range 32, Column B + Doctorate
Management Salary Schedule
Eff. 05/15/2022

PHASE-IN RETIREMENT

Allen, Maala FC Biological Sciences Instructor
From: Fall Sem. 100%/Spring Sem. 100%
To: Fall Sem. 83%/Spring Sem. 83%
Eff. 08/18/2022
PN FCF998

Lopez-Casillas, Guadalupe FC Counselor
From: Fall Sem. 85%/Spring Sem. 85%
To: Fall Sem. 70%/Spring Sem. 70%
Eff. 07/01/2022
PN FCF958

Plum, Alix FC Physical Education Instructor
From: Fall Sem. 100%/Spring Sem. 100%
To: Fall Sem. 70%/Spring Sem. 70%
Eff. 08/18/2022
PN FCF776

Woolridge, Nancy FC Computer Information System Instructor
From: Fall Sem. 100%/Spring Sem. 100%
To: Fall Sem. 100%/Spring Sem. 0%
Eff. 08/18/2022
PN FCF695

Wu, Jo Wen FC Biological Sciences Instructor
From: Fall Sem. 100%/Spring Sem. 100%
To: Fall Sem. 50%/Spring Sem. 50%
Eff. 08/18/2022
PN FCF693

Academic Personnel
May 10, 2022

NEW PERSONNEL

Vera, Janet	CC	Dean, Language Arts 12-month Position (100%) Range 32, Column C + Doctorate Management Salary Schedule Eff. 07/01/2022 PN CCM982
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LEAVE OF ABSENCE

@00006748	CC	Faculty Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 04/18/2022-05/21/2022
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@00172205	FC	Faculty SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 04/04/2022 (10 hours)
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@00874209	CC	Faculty SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 01/24/2022-01/27/2022 (17.5 hours) Eff. 01/31/2022-02/04/2022 (19.5 hours)
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@00953166	CC	Faculty SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 04/05/2022-04/06/2022 (15 hours)
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@01255343	FC	Administrator SB 114 (SPSL) Paid Leave using Supplemental Paid Sick Leave Eff. 01/06/2022-01/07/2022 (16 hours) Eff. 01/10/2022-01/12/2022 (24 hours) Eff. 01/17/2022-01/21/2022 (40 hours)
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 SUMMER
INTERSESSION

Chen, Esther	CC	Column 3, Step 1
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Academic Personnel
May 10, 2022

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 FALL SEMESTER

Brooks, Tami FC Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Alanis, Frank NOCE Column 2, Step 1
Cruz, Cassandra NOCE Column 2, Step 1
Odom, Eboni NOCE Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Aguet, Jacqueline CC Ascend Community of Practice
Day of Reflection
Stipend not to exceed \$200.00
Eff. 05/27/2022 and 05/31/2022

Ascend/LEARN Showcase
Stipend not to exceed \$50.00
Eff. 06/22/2022

Altebarmakian, Tamar CC Ascend Community of Practice
Day of Reflection
Stipend not to exceed \$200.00
Eff. 05/27/2022 and 05/31/2022

Ascend/LEARN Showcase
Stipend not to exceed \$50.00
Eff. 06/22/2022

Baloy, Czarina AI CC Supervising Dentist (Dental Hygiene Program)
Column 3, Step 1
Lecture Rate, Adjunct Faculty Salary Schedule
Eff. 2022 Summer

Baur, Jill CC Ascend Community of Practice
Day of Reflection
Stipend not to exceed \$200.00
Eff. 05/27/2022 and 05/31/2022

Ascend/LEARN Showcase
Stipend not to exceed \$50.00
Eff. 06/22/2022

Academic Personnel
May 10, 2022

Brydges, Michael	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Chen, Esther	CC	Supervising Dentist (Dental Hygiene Program) Column 3, Step 1 Lecture Rate, Adjunct Faculty Salary Schedule Eff. 2022 Summer
Cobb, Tonya	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Daugherty, Sarah	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
De La Cruz, Damon	CC	Director of Mortuary Science Class F, Step 11 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-06/30/2022
Frianeza, Michael	CC	Director of Radiology Class F, Step 21 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-06/30/2022

Academic Personnel
May 10, 2022

Grande, Jolena	CC	Director of Funeral Services Class E, Step 27 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-08/12/2022
House, Joshua	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Huynhle, Marvin	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Jones, Jeannette	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Jones, Sarah	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Kazim, Amir	CC	Supervising Dentist (Dental Hygiene Program) Column 3, Step 1 Lecture Rate, Adjunct Faculty Salary Schedule Eff. 2022 Summer

Academic Personnel
May 10, 2022

Labdeh, Layal	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022
		Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Le Cornet, Karen	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022
		Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Letcher, Annette	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022
		Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
McNay, Sally	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022
		Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Mitts, Teri Lynn	CC	Director of Sonography Class D, Step 36 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-6/30/2022

Academic Personnel
May 10, 2022

Morrison, Anna	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Pham, Thu	CC	Director of Nursing Class F, Step 12 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 07/01/2022-08/12/2022
Qin, Zhen	CC	Supervising Dentist (Dental Hygiene Program) Column 3, Step 1 Lecture Rate, Adjunct Faculty Salary Schedule Eff. 2022 Summer
Robertson, Alison	CC	Ascend Community of Practice Day of Reflection Stipend not to exceed \$200.00 Eff. 05/27/2022 and 05/31/2022 Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022
Ramos, Jaime	CC	Director of Psychiatric Technology Class E, Step 22 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-06/30/2022
Silva, Joel	CC	Director of Dental Assisting Class E, Step 16 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-06/30/2022
Simoes, Nora	CC	Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022

Academic Personnel
May 10, 2022

Spitler, Patricia	CC	Director of Health Information Technology Class B, Step 14 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-06/30/2022
Velasco, Kendra	CC	Director of Dental Hygiene Class E, Step 18 Lecture Rate, Regular and Contract Faculty Summer Intersession Teaching Schedule Eff. 05/23/2022-06/30/2022
Wada, Kathy	CC	Ascend/LEARN Showcase Stipend not to exceed \$50.00 Eff. 06/22/2022

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X

DATE: May 10, 2022

Resolution _____

Information _____

SUBJECT: Classified Personnel

Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

B. V. Dipt Brad M

Approved for Submittal

5.b.1

Item No.

Classified Personnel
May 10, 2022

NEW PERSONNEL

Camacho, Sara FC Administrative Assistant II
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 05/16/2022
PN FCC579

Valencia, Carina FC Administrative Assistant II
12-month position (100%)
Range 36, Step B
Classified Salary Schedule
Eff. 05/16/2022
PN FCC757

PROMOTION

Cotton, Antionese FC Administrative Assistant II
12-month position (100%)
PN FCC743

To: NOCE Student Services Coordinator
12-month position (100%)
Range 43, Step C + 15% Longevity + PG&D
Classified Salary Schedule
Eff. 5/16/2022
PN SCC830

Ortega, Gloria CC Executive Assistant
12-month position (100%)
PN CCC688

To: Executive Assistant II
12-month position (100%)
Range 44, Step E
Classified Salary Schedule
Eff. 05/15/2022
PN CCC676

VOLUNTARY CHANGES IN ASSIGNMENT

Brown, Alexander	FC	Student Services Coordinator, Intl. Stu. (100%) Temporary Change in Assignment To: FC Interim Mgr., International Students Center 12-month position (100%) Range 14, Column B Management Salary Schedule Eff. 07/01/2022 – 12/31/2022
Fayad, Sabrina	CC	Receptionist (50%) Temporary Change in Assignment To: FC Admissions and Records Technician 12-month position (100%) Range 33, Step B Classified Salary Schedule Eff. 05/16/2022 – 06/30/2022 Eff. 07/01/2022 – 10/15/2022
Garcia, Ana Rosa	FC	Clerical Assistant I (100%) Temporary Change in Assignment To: FC Admissions and Records Technician 12-month position (100%) Range 33, Step D +10% Longevity Classified Salary Schedule Eff. 05/16/2022 – 06/30/2022 Eff. 07/01/2022 – 10/15/2022
Solis Munoz, Samantha	FC	Admissions and Records Specialist (100%) Temporary Change in Assignment To: FC International Students Services Coord. 12-month position (100%) Range 41, Step D + 5% Longevity Classified Salary Schedule Eff. 07/01/2022 – 12/31/2022

STIPEND FOR ADDITIONAL AMINISTRATIVE DUTIES

Shadid, Quamrul	AC	IT Specialist, Network (100%) Extension of 6% Stipend Eff. 07/01/2022 – 06/30/2023
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LEAVES OF ABSENCE

@00007563	AC	IT Project Leader (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 05/26/2022 – 07/28/2022 (Consecutive Leave)
@00327278	NOCE	Student Services Technician, SSSP (100%) Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 05/26/2022 – 07/07/2022 (Consecutive Leave)
@01825656	CC	Campus Safety Officer (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 03/08/2022 – 03/18/2022 (80 hours)
@01750894	CC	Receptionist (50%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/13/2022 – 01/14/2022 (20 hours)
@01348813	CC	Interpreter Coordinator (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/18/2022 (10 hours)
@01153415	FC	Campus Safety Officer II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 04/05/2022 – 04/06/2022 (16 hours); 04/08/2022 (8 hours); 04/11/2022 (8 hours)
@00353058	NOCE	Admissions and Records Technician (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/05/2022 – 01/07/2022 (23.5 hours); 02/14/2022 – 02/15/2022 (12 hours)
@01197743	AC	IT Project Leader (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 03/17/2022 – 03/23/2022 (40 hours)

Classified Personnel
May 10, 2022

@00007596	CC	Groundskeeper (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/04/2022 – 01/07/2022 (32 hours); 01/10/2022 – 01/13/2022 (32 hours)
@00350474	NOCE	Admissions and Records Technician (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/04/2022 – 01/14/2022 (72 hours)
@01058089	NOCE	Instructional Aide, High School Lab (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 03/10/2022 – 03/18/2022 (56 hours)
@01671108	CC	Campus Safety Officer (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 03/09/2022 – 03/16/2022 (32 hours)

NEW CLASSIFIED JOB DESCRIPTION

Information Technology User Support Specialist
Range 44
Classified Salary Schedule

Instructional Designer
Range 54
Classified Salary Schedule

NEW CLASSIFIED MANAGEMENT JOB DESCRIPTION

Information Security Architect
Range 26
Management Salary Schedule

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Information Technology User Support Specialist (<i>New</i>)	Range:	44
Date Revised:		Date Approved:	

PRIMARY PURPOSE

This position is responsible for serving as the initial point of contact for the Help Desk and provides first-level help-desk user support relative to enterprise applications, student services and related business processes.

ESSENTIAL FUNCTIONS

Examples of essential functions are interpreted as being descriptive and not restrictive in nature.

1.	Serve as the initial point of contact for the Help Desk to receive, document, and coordinate problems reported; troubleshoot and resolve problems for first-level enterprise applications, student services and related business processes, and refer more complex problems to higher-level support staff.
2.	Receive and record Help Desk ticket information (customer information and problem description) into the Help Desk tracking system for logging and support; follow-up with the employee when the problem is resolved.
3.	Advise and assist employees with technical issues related to applications; assist employees with troubleshooting login problems and resetting passwords.
4.	Maintain relationships with campus staff, students and faculty to assess and solve application related problems.
5.	Review and update web page content, graphics, and links in a timely manner, using appropriate tools; advise and support faculty and staff with maintaining the applicable website.
6.	Provide assistance on special technology-related projects.
7.	Develop, conduct and provide technical training and assistance for technical staff/employees; write and update technical end user documentation, create knowledgebase entries, and produce online content for self-service; work closely with IT/ACT staff to develop documentation, FAQ's and knowledgebases to support enterprise applications.
8.	Ensure compliance with technical standards and software copyright laws, FERPA and privacy regulations.
9.	Learn and apply emerging technologies and advances as necessary to perform duties in an efficient, organized, and timely manner.
10.	Participate in District/College efforts to increase the diversity of faculty and staff and to address student achievement gaps; active assistance in the creation of a welcoming and inclusive work and educational environment; attend and participate in diversity, equity and inclusion trainings and events.
11.	Performs related duties as assigned.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

OTHER FUNCTIONS

None

WORKING RELATIONSHIPS

The Information Technology User Support Specialist maintains frequent contact with various District departments and personnel, students, faculty, vendors and outside contractors.

EDUCATION AND EXPERIENCE

Minimum Qualifications

Two (2) years college coursework.

Four (4) years training or work experience directly related to the position.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

Desirable Qualifications

Experience providing customer support in an educational environment.

Experience with creating training materials, documentation, videos and other media.

Experience with helpdesk support applications, knowledgebases, and video capture technologies.

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the principles, practices and techniques of training and providing technical instructions

Knowledge of the correct English usage, grammar, spelling, punctuation and vocabulary

Knowledge of modern computer systems and software packages, including word processing, database, spreadsheet and desktop publishing

Knowledge of general methods and procedures of operating computers and related peripheral equipment

Knowledge of standard operating manual instructions and help file structure, sufficient to enable quick and accurate diagnosis of problems

Knowledge of the principles, practices and techniques of training and providing technical instructions

Knowledge of the correct English usage, grammar, spelling, punctuation and vocabulary

Knowledge of modern computer systems and software packages, including word processing, database, spreadsheet and desktop publishing

Knowledge of general methods and procedures of operating computers and related peripheral equipment

Knowledge of standard operating manual instructions and help file structure, sufficient to enable quick and accurate diagnosis of problems

Knowledge of methods of data compilation, maintenance, and reporting

Knowledge of general methods and procedures of operating computers and related peripheral equipment

Knowledge of standard operating manual instructions and help file structure, sufficient to enable quick and accurate diagnosis of problems

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

Knowledge of methods of data compilation, maintenance, and reporting
Knowledge of Web platform development systems
Knowledge of security processes to maintain confidentiality
Knowledge of student services operations and procedures
Knowledge of Community College process and procedures
Ability to use screen capture and video editing software to produce training materials
Ability to analyze situations accurately and adopt a certain course of action
Ability to plan, organize and prioritize work
Ability to meet schedules and timelines
Ability to communicate effectively, both orally and in writing
Ability to understand and follow oral and written directions
Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

None

WORKING CONDITIONS

College or District information systems office environment; subject to lifting heavy boxes and equipment (up to 80 pounds unassisted); subject to repetitive bending, stooping and use of upper extremities; subject to exposure to electrical hazards.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Instructional Designer (<i>New</i>)	Range:	54
Date Revised:		Date Approved:	

PRIMARY PURPOSE

The Instructional Designer will provide professional services and support to faculty, staff, and students. The Instructional Designer will collaborate on online, hybrid, web-enhanced, and face-to-face course development projects in areas such as course design, accessibility, Universal Design for Learning (UDL), web development, media development, and instructional design. The Instructional Designer may conduct one-on-one consultations with faculty, staff and students and work with college professional development groups to develop training programs to promote effective practices in teaching and learning technologies.

ESSENTIAL FUNCTIONS

Examples of essential functions are interpreted as being descriptive and not restrictive in nature.

1.	Collaborate with faculty on online, hybrid, and face-to-face course development projects in areas such as course development, media development, and instructional design; collaborate in redesigning and reengineering existing courses and transitioning course content onto new platforms.
2.	Provide training to faculty and staff in collaboration with Staff Development and the Distance Education Director (or Dean); provide one-on-one support to faculty, staff, and students as needed; develop and monitor metrics for evaluating training and curricula effectiveness.
3.	Collaborate with faculty to review automated course level accessibility reports and implement accessibility solutions and best UDL practices.
4.	Provide consultation and instructional design support for the development, editing, and implementation of Open Educational Resources content. Research Open Educational Resources (OER) and assist faculty in creating, curating, and implementing OER content.
5.	Manage learning tool integrations in the learning management system, training, resources, and support. Review and maintain privacy agreements and voluntary product accessibility templates (VPATs).
6.	Implement creative approaches and innovative uses of technology and pedagogy to address different learning styles, diverse student populations, varying course content, and accessibility guidelines; create learning experiences and materials that are inclusive, accessible, and effective for the acquisition and application of knowledge and skills.
7.	Communicate effectively and work closely with campus DSS (Disability Support Services) departments regarding instructional design, accessibility, inclusivity, and UDL.
8.	Sensitivity to and understanding of the disabilities and diverse academic, socioeconomic, cultural, and ethnic backgrounds of students.
9.	Provide leadership and work direction to support staff including assisting in necessary training, reviewing work, and providing advice on complex technical problems.
10.	Maintain currency in best practices for creating accessible material and instructional design for online and hybrid courses.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

11.	Engage with other campus partners (e.g., DSS, EOP, Veterans Services, etc.) to understand current perspectives from students and to help create better student experiences.
12.	Collaborate with college and District staff to ensure effective implementation of distance education and other educational technology related initiatives and programs.
13.	Serve as a resource on shared governance college committees relevant to distance education.
14.	Learn and apply emerging technologies and advances as necessary to perform duties in an efficient, organized, and timely manner.
15.	Participate in District/College efforts to increase the diversity of faculty and staff and to address student achievement gaps; active assistance in the creation of a welcoming and inclusive work and educational environment; attend and participate in diversity, equity and inclusion trainings and events.
16.	Perform related duties as assigned.

OTHER FUNCTIONS

None

WORKING RELATIONSHIPS

The Instructional Designer maintains frequent contact with faculty, staff, students, management, and various departments and outside agencies.

EDUCATION AND EXPERIENCE

Minimum Qualifications

Bachelor's degree in Instructional Design or a related field and a minimum of two years of experience in instructional design or a related area.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

Desirable Qualifications

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of theories, methodologies, and best practices in learning theory for developing online instruction and educational technology materials

Knowledge of web-based learning management systems, web-based conferencing systems, collaborative groupware and courseware, and the implication of the following on learning: web-based instructional material, graphics, streaming media, visual/audio, animation, and various media

Knowledge of Universal Design for Learning principles and the laws governing accessibility (504, 508, ADAAA (ADA Amendments Act), etc.)

Knowledge in developing accessible course content with the ability to develop and/or redesign accessible online and hybrid courses

Knowledge of workshop and group facilitation techniques

Knowledge of customer service protocol with the ability to provide a high-level of service to students, faculty, and staff

Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary

Knowledge of record keeping procedures

Ability to understand District organization, operations, policies, and objectives

Ability to organize and coordinate the delivery of training to audiences with a variety of knowledge and skill

Ability to convey concepts in writing and orally to individuals and groups of diverse backgrounds

Ability to enhance course goals with imaginative application of technology to existing materials and structures

Ability to analyze situations accurately and adopt an effective course of action

Ability to plan, organize and prioritize work

Ability to meet schedules and timelines

Ability to understand and follow oral and written directions

Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

May require a Valid California Driver's License

WORKING CONDITIONS

College or District office environment; frequent contact with administrators, management, faculty, and staff and students; sitting for extended periods of time (up to 2-3 hours); repetitive use of upper extremities including hand coordination activities; occasional travel to other locations to attend meetings or conduct work.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Information Security Architect <i>(New)</i>	Range: 26	Management Schedule
Date Revised:		Date Approved:	
THIS IS A DESIGNATED CLASSIFIED MANAGEMENT POSITION SUBJECT TO ONE-YEAR PROBATIONARY PERIOD			

PRIMARY PURPOSE

Under the direction of the Vice Chancellor, Educational Services and Technology or their designee, this position is responsible for designing, building, testing, implementing, updating, and maintaining the District's computer and network security infrastructure; serves as a technical expert for complex and mission critical business processes and systems, providing consultation and guidance to stakeholders using advanced analytical and technical skills.

ESSENTIAL FUNCTIONS

Examples of essential functions are interpreted as being descriptive and not restrictive in nature.

1.	Design, integrate and implement systems security infrastructure; develop project timelines for ongoing system upgrades.
2.	Assess potential systems and process vulnerabilities to determine security infrastructure requirements and make necessary updates; conduct regular system tests and ensure continuous monitoring of network security.
3.	Cultivate a culture of security awareness and arrange for continuous education of personnel to ensure security policies, procedures, and requirements are adhered to at all times.
4.	Recommend and implement changes to enhance systems security and prevent unauthorized access; conduct research on security trends, new methods and techniques used in unauthorized access of data to eliminate the possibility of system breach; establish disaster recovery procedures and conduct breach of security drills.
5.	Establish disaster recovery procedures and conduct breach of security drills; promptly respond to all security incidents and provide thorough post-event analyses.
6.	Develop policies and procedures to prevent unauthorized access of systems. Guide and direct best practices for the protection of information.
7.	Ensure compliance with privacy laws and state and federal requirements and standards and coordinate with campuses and departments so that applicable standards are met.
8.	Compile, review and analyze information relating to technical resource operations and prepare reports, summaries and recommendations as required by organization activities.
9.	Coordinate communication with other organizational entities as well as with District organizations and campuses. Provide technical assistance and guidance; conduct staff meetings, design reviews and project meetings as required.
10.	Maintain current knowledge of technical advances in hardware, media, software, procedures, and methodologies, and exchange knowledge with vendors, campus and District personnel, and users to ensure issues are resolved.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

11.	Organize, attend, or chair a variety of administrative and staff meetings as required; serve on committees and special projects as assigned.
12.	Provide guidance, lead project teams, committees and/or other collaborative efforts. May train, supervise, evaluate and direct the work of staff, as assigned; participate in selection and hiring processes.
13.	Demonstrate sensitivity to and understanding of the disabilities and diverse academic, socioeconomic, cultural, and ethnic backgrounds of students.
14.	Provide leadership in District/College efforts to increase the diversity of faculty and staff, to address student achievement gaps, and in the creation of a welcoming and inclusive work and educational environment.
15.	Assist and promote the growth and success of a diverse population of students and employees through the development of interculturally competent and equity minded management and leadership abilities. The ideal candidate should have experience in this area with African Americans, Latinx, Native Americans, Pacific Islanders and other disproportionately impacted students and employees.
16.	Perform related duties as assigned.

OTHER FUNCTIONS

None

WORKING RELATIONSHIPS

The Information Security Architect maintains frequent contact with college and District administrators, instructional services personnel, District technical personnel, vendors, consultants and contractors.

EDUCATION AND EXPERIENCE

Required Qualifications

Bachelor's degree from a regionally accredited institution and a minimum of four (4) years of related experience.

Extensive experience in information security and/or IT risk management with a focus on security, performance and reliability

Experience implementing multi-factor authentication, single sign-on, identity management or related technologies

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

Desirable Qualifications

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Good working knowledge of current IT risks and experience implementing security solutions.

Experience with Enterprise Resource Planning Systems

Two years of professional experience involving enterprise-wide strategic technology planning and infrastructure management.

Experience in shared governance in an educational setting.

High level of critical thinking, problem solving and analytical skills.

High professional standards and strong interpersonal skills.

Effective oral and written communication skills.

Ability to establish and maintain effective working relationships with others

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of a shared governance model

Knowledge of compliance issues and industry standards frameworks

Knowledge of managing, crafting and delivering complex security solutions

Knowledge of District organization, operations, policies and objectives

Knowledge of state education code and requirements, including Title 5

Knowledge of applicable federal and state laws, codes, and regulations

Knowledge of emerging IT technologies and the possible impact to existing information systems, instructional processes and business operations

Knowledge of principles and practices of administration, supervision, and performance evaluation

Knowledge of enterprise resource planning systems and software applications

Knowledge of general research techniques and data driven analytics

Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary

Knowledge of budget development and maintenance Knowledge of appropriate software and databases

Knowledge of principles of agile project management, planning and program review

Ability to interact with a broad cross-section of personnel to explain and enforce security measures

Ability to lead and present to large groups to communicate security best practices

Ability to drive issues to resolution across a diverse, multi-campus District

Ability to work with diverse teams in a dynamic environment

Ability to communicate complicated technical issues and the risks they pose to stakeholders and management

Ability to manage, develop and maintain reporting systems and procedures

Ability to coordinate, develop, implement and manage projects

Ability to direct the maintenance of a variety of reports, records and files related to assigned activities

Ability to encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services

Ability to lead, motivate, train, supervise, evaluate personnel and provide work direction

Ability to assess, analyze, implement and evaluate complex project activities

Ability to analyze situations accurately and adopt effective courses of action

Ability to clearly organize and present information

Ability to implement and facilitate organizational change

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

Ability to maintain current knowledge of technological trends and advances in the field to provide direction for future systems and applications

Ability to plan and organize work to meet changing priorities and deadlines

Ability to exercise initiative and independence of judgment and action

Ability to communicate efficiently orally and in writing, with internal and external diverse constituencies

Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

May require a valid California driver's license

WORKING CONDITIONS

Office environment; subject to constant interruptions and frequent interaction with others; sitting or standing for long periods at a time (up to 2-3 hours); may require off-site duties and activities.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 10, 2022

SUBJECT: Professional Experts

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

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

5.c.1

Item No.

Professional Experts
May 10, 2022

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Alexander, Stephen	CC	Project Manager	Mathematics Learning Center (MLC) Coordinator	26	05/30/2022	06/20/2022
Alexander, Stephen	CC	Project Manager	Mathematics Learning Center (MLC) Coordinator	26	06/13/2022	06/16/2022
Alexander, Stephen	CC	Project Manager	Mathematics Learning Center (MLC) Coordinator	26	06/27/2022	6/30/2022
Bevec, Gina	FC	Technical Expert II	Guided Pathways Instructional Success Team (IST)	5	04/07/2022	04/07/2022
Brito, Brianna	NOCE	Project Expert	COVID-19 Student Support Coordinator	26	06/01/2022	06/30/2022
Brune, Ariel	NOCE	Project Expert	Covid-19 Vaccination Mandate Support	26	05/02/2022	05/27/2022
Campbell, Garrett	FC	Technical Expert II	Online Teaching Certificate (OTC) Coordination	20	05/01/2022	06/30/2022
Carlisle, Teresa	NOCE	Project Expert	Career Pathway Specialist	22	06/06/2022	06/16/2022
Claassen, Mareike	FC	Technical Expert II	Open Educational Resources (OER) Faculty Inquiry Groups (FIG)	10	05/01/2022	06/30/2022
Cobb, Tonya	CC	Technical Expert II	ESL Summer Boost/Welcome Week	8	05/23/2022	06/30/2022
Courduff, Jacqueline	FC	Technical Expert II	Mindfulness Workshop Presenter	4.5	05/01/2022	06/30/2022
DeAngelo, Angelica	FC	Project Expert	FC-Athletic Life Coach	10	04/18/2022	06/30/2022
Debin, Megan	FC	Technical Expert II	Career Exploration and Mentorship	10	05/01/2022	05/31/2022
Farol, Ron	FC	Technical Expert II	Open Educational Resources (OER) Faculty Inquiry Groups (FIG)	10	05/01/2022	06/30/2022
Gopar, Gary	CC	Technical Expert II	Commencement Music – National Anthem	15	05/01/2022	05/20/2022
Henderson, Angela	FC	Technical Expert II	Online Teaching Certificate (OTC) Coordination	20	05/01/2022	06/30/2022
Henke, Carol	FC	Technical Expert II	Career Exploration and Mentorship	10	05/01/2022	05/31/2022
King, Kathryn	FC	Technical Expert II	Adjunct Professional Learning Day – May 2022	11	05/23/2022	05/26/2022
Landis, Donna	CC	Technical Expert II	Career Educ. Pathway Alignment and Prom.	20	05/09/2022	06/30/2022
Larsen, Chris	FC	Technical Expert II	Open Educational Resources (OER) Faculty Inquiry Groups (FIG)	10	05/01/2022	06/30/2022
Loney, Laura	FC	Technical Expert II	Open Educational Resources (OER) Faculty Inquiry Groups (FIG)	10	05/01/2022	06/30/2022

Professional Experts
May 10, 2022

Lopez, Brian	FC	Technical Expert II	Open Educational Resources (OER) Faculty Inquiry Groups (FIG)	10	05/01/2022	06/30/2022
Mangan, Michael	FC	Technical Expert II	Adjunct Professional Learning Day – May 2022	1	05/23/2022	05/26/2022
McGuthry, Katheryn	FC	Technical Expert II	Open Educational Resources (OER) Faculty Inquiry Groups (FIG)	10	05/01/2022	06/30/2022
Menton, Allen	FC	Technical Expert II	Curriculum Technical Development and Processing	10	04/01/2022	05/21/2022
Miller, Tania	CC	Project Manager	Mathematics Learning Center (MLC) Coordinator	26	05/30/2022	06/02/2022
Miller, Tania	CC	Project Manager	Mathematics Learning Center (MLC) Coordinator	26	06/06/2022	06/09/2022
Miller, Tania	CC	Project Manager	Mathematics Learning Center (MLC) Coordinator	26	06/20/2022	06/23/2022
Montoya, Andrea	CC	Project Manager	English Success Center (ESC) Coordinator	26	05/23/2022	05/27/2022
Montoya, Andrea	CC	Project Manager	English Success Center (ESC) Coordinator	26	06/06/2022	06/10/2022
Montoya, Andrea	CC	Project Manager	English Success Center (ESC) Coordinator	26	06/20/2022	06/24/2022
Perez, Roger	FC	Technical Expert II	Online Teaching Certificate (OTC) Coordination	20	05/01/2022	06/30/2022
Quihuis, Susan	NOCE	Project Expert	Career Pathway Specialist	26	06/08/2022	06/16/2022
Rogers, Joseph	CC	Project Manager	English Success Center (ESC) Coordinator	26	06/13/2022	06/17/2022
Rogers, Joseph	CC	Project Manager	English Success Center (ESC) Coordinator	26	06/27/2022	06/30/2022
Vandervort, Kimberly	FC	Technical Expert II	First-year Experience (FYE) Faculty Coordinator	20	04/20/2022	06/30/2022
Vandervort, Kimberly	FC	Technical Expert II	Online Teaching Certificate (OTC) Coordination	20	05/01/2022	06/30/2022
Wada, Kathryn	CC	Technical Expert I	Ascend Community of Practice “Day of Reflection”	8	05/23/2022	06/30/2022
Wilson, Marcus	FC	Technical Expert II	Open Educational Resources (OER) Faculty Inquiry Groups (FIG)	10	05/01/2022	06/30/2022

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 10, 2022

SUBJECT: Hourly Personnel

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

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

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

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

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

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

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

Irma Ramos

Recommended by


Approved for Submittal

5.d.1

Item No.

Hourly Personnel
May 10, 2022

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Fay, Thor	FC	Paraprof - On-call theater crew for campus productions	05/12/22	06/30/22	TE J 1
Guadarrama, Jorge	CC	Technical - Assist in Campus Safety	05/02/22	06/30/22	TE B 4
Johnston, Hei Yung	CC	Technical - Assist with program and budget reconciliation	05/11/22	06/30/22	TE B 4
Kuan, Stephanie	FC	Instr Research Assistant – Assist in Horticulture Department	05/01/22	06/30/22	TE A 2
Mendez, Fernando	FC	Technical – Assist in Admissions and Records Department	06/06/22	06/30/22	TE A 1
Price, Anabelle	FC	Technical - Assist Counseling with data clean up	06/06/22	06/30/22	TE A 3
Montenegro, Juliana	CC	Technical – Assist with photography in Campus Communications	05/11/22	06/30/22	TE B 1
Sandoval, Angel	FC	Paraprof - On-call theater crew for campus productions	05/11/22	06/30/22	TE J 2
Singletary, Terry	FC	Technical – Assist in Campus Safety	05/16/22	06/30/22	TE B 1

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Ferrer, Janice	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	05/23/22	06/30/22	TE A 1

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Andres, Rachel	CC	Full-time Student - Assist in Counseling department	05/11/22	06/30/22	TE A 1
Diaz, Angela	CC	Full-time Student - Assist in Campus Safety	05/11/22	06/30/22	TE A 4
Hodges, Amarah	CC	Full-time Student - Assist in Counseling department	05/11/22	06/30/22	TE A 1
Sanjuro, Paris	CC	Full-time Student - Assist in Counseling department	05/11/22	06/30/22	TE A 1
Zamarippa, Azunsena	CC	Full-time Student - Assist in Puente Program	05/11/22	06/30/22	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 10, 2022

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

B. V. Dipt Breda

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
May 10, 2022

Name	Site	Program	Begin	End
Zamora, Delfina	NOCE	Personal Services Assistant	4/14/22	5/27/22

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: May 10, 2022
SUBJECT: Salary and Benefits Agreement for the District Management Association

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

BACKGROUND: The District Management Association and the District have come to an understanding for the 2022-2023 and 2023-2024 fiscal years. The Side Letter of Understanding provides for two-thousand dollars (\$2,000.00) of the current fringe benefit allowance (\$4,646.10) to be moved to the Management Salary Schedule, effective July 1, 2022. The remaining balance of \$2,646.10 shall remain as fringe benefit allowance. The 2023-2024 Management Salary Schedule will be increased by funded COLA, across the schedule, effective July 1, 2023.

Effective January 2023, the District will provide a contribution towards family plan medical premiums.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Implementation of the salary agreement is within budget.

RECOMMENDATION: It is recommended that the Agreement for the 2022-2023 and 2023-2024 fiscal years, inclusive of all terms and conditions specified in the written Side Letter of Understanding between the District Management Association and the District, be approved as follows:

SALARY ADJUSTMENT FOR THE 2022-2023 FISCAL YEAR

Two-thousand dollars (\$2,000.00) of the current fringe benefit allowance (\$4,646.10) will be moved to the Management Salary Schedule, effective July 1, 2022. The remaining balance of \$2,646.10 shall remain as fringe benefit allowance.

SALARY ADJUSTMENT FOR THE 2023-2024 FISCAL YEAR

The Management Salary Schedule will be increased by funded COLA, across the schedule, effective July 1, 2023.

DISTRICT HEALTH AND WELFARE BENEFITS PLAN

Effective January 1, 2023, the District will contribute a maximum up to \$8,494.00 annually towards plus one dependent care medical premiums for full-time permanent employees. Effective January 1, 2023, the District will contribute a maximum up to \$13,590.00 annually towards family plan medical premiums for full-time permanent employees. The full-time permanent management employee will pay any additional premiums for dependent medical by automatic payroll deductions in accordance with established District payroll procedure. This contribution is separate and distinct from the fringe benefit allowance.

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

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

Effective July 1, 2022, the fringe benefit allowance paid to permanent full time 12-month management employees will be in the amount of \$2,646.10 annually and will be paid on a monthly basis. Management employees working less than 100% will receive the allowance on a pro rata basis.

VACATION

Management Employees on a one-time basis may elect to request up to 96 hours of accrued vacation in 8 hour increments provided that they maintain a minimum of 10 days of accrued vacation. Management employees must request the payout by May 16, 2022, to be paid on June 30, 2022 for academic managers and July 10, 2022 for classified managers.

Irma Ramos
Recommended by


Approved for Submittal

5.f.2
Item No.

**SIDE LETTER OF UNDERSTANDING BETWEEN
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DISTRICT MANAGEMENT ASSOCIATION EMPLOYEES**

April 26, 2022

Subject to adoption by the Board of Trustees, the Management Employees Group and the North Orange County Community College District hereby agree to the following for the 2022-2023 and 2023-2024 fiscal years:

SALARY ADJUSTMENT FOR THE 2022-2023 FISCAL YEAR

Two-thousand dollars (\$2,000.00) of the current fringe benefit allowance (\$4,646.10) will be moved to the Management Salary Schedule, effective July 1, 2022. The remaining balance of \$2,646.10 shall remain as fringe benefit allowance.

SALARY ADJUSTMENT FOR THE 2023-2024 FISCAL YEAR

The Management Salary Schedule will be increased by funded COLA, across the schedule, effective July 1, 2023.

DISTRICT HEALTH AND WELFARE BENEFITS PLAN

Effective January 1, 2023, the District will contribute a maximum up to \$8,494.00 annually towards plus one dependent care medical premiums for full-time permanent employees. Effective January 1, 2023, the District will contribute a maximum up to \$13,590.00 annually towards family plan medical premiums for full-time permanent employees. The full-time permanent management employee will pay any additional premiums for dependent medical by automatic payroll deductions in accordance with established District payroll procedure. This contribution is separate and distinct from the fringe benefit allowance.

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

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

Effective July 1, 2022, the fringe benefit allowance paid to permanent full time 12-month management employees will be in the amount of \$2,646.10 annually and will be paid on a monthly basis. Management employees working less than 100% will receive the allowance on a pro rata basis.

VACATION

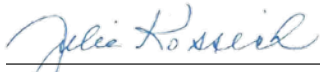
Management Employees on a one-time basis may elect to request up to 96 hours of accrued vacation in 8 hour increments provided that they maintain a minimum of 10 days of accrued vacation. Management employees must request the payout by May 16, 2022, to be paid on June 30, 2022 for academic managers and July 10, 2022 for classified managers.

This Agreement, if adopted by the Board of Trustees, shall constitute the complete and final Agreement of the parties for the 2022-2023 and 2023-2024 fiscal years.

For the District:



Irma Ramos, Vice Chancellor
Human Resources



Julie Kossick, Associate Vice Chancellor
Human Resources

For the District Management Association:



Raine Hambly

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: May 10, 2022

SUBJECT: Resolutions
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 8, 2022. 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 8, 2022, and to order the consolidation of said election in accordance with Education Code Section 5304.

The three 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 five District Strategic Directions? Not applicable.

How does this relate to Board Policy: This item is in accordance 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. 21/22-25 and No. 21-22-26, 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.

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.a.1
Item No.

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



**RESOLUTION NO. 21/22-25 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 9, 2022, 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 8, 2022.

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

Dated this 10th day of May 2022.

Secretary of Said Board

6.a.2
Item No.

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



**RESOLUTION NO. 21/22-26 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 9, 2022, 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 8, 2022.

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

Dated this 10th day of May 2022.

Secretary of Said Board

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	May 10, 2022	Resolution	_____
SUBJECT:	New Administrative Procedure 3721, District Password Procedure	Information	X
		Enclosure(s)	X

BACKGROUND: Administrative Procedure 3721, District Password Procedure is a new procedure that was developed through the IT governance process via the District Technology Committee (DTC), the District Technology Roundtable (DTR), and the Technology Implementation Committee (TIC). AP 3721 is designed to establish a standard for the creation of strong passwords, the on-going protection of those passwords, and to further detail the implementation of the password provisions in AP 3720, Computer and Electronic Communication Systems.

The District Consultation Council reviewed, discussed, and reached consensus on AP 3721 on April 25, 2022.

The adopted procedure is provided to the Board as information in compliance with Board Policy 2410, Board Policies and Administrative Procedures.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive as information new Administrative Procedure 3721, District Password Procedure.

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.b.1
Item No.

AP 3721 District Password Procedure

- 1.0 Passwords are an important aspect of computer and information security. They constitute the front line of protection for user accounts. An easily guessed password may result in data breaches that damage the reputation and/or create great financial exposure for the District. All students and employees (including third parties such as contractors and/or consultants who are provided with authorized access to NOCCCD systems) have a shared responsibility to ensure they are following the procedures in this document.
- 2.0 **Purpose**
- 2.1 The purpose of this administrative procedure is to establish a standard for the creation of strong passwords, and the ongoing protection of those passwords. This document further details the implementation of the password provisions of AP 3720, Computer and Electronic Communication Systems.
- 3.0 **Scope**
- 3.1 The scope of this administrative procedure includes all personnel and students who have or are responsible for an account (or any form of access that supports or requires a password) on any system (including cloud and Software as a Service [SaaS] accounts) which resides at or is used by any entity or entity acting on behalf of the District. This procedure applies to all information systems and technology including all networks, equipment, servers, end points, and any other Information Technology service involved in any operation onsite or remote.
- 4.0 **Procedures**
- 4.1 Passwords are used for various purposes at the District. Some of the more common uses include user level accounts (computer login), web accounts, email accounts, voicemail, and local logins.
- 4.2 Password construction requirements include the following:
- 4.2.1 Be a minimum length of ten (10) characters on all systems;
 - 4.2.2 Not contain the username or name of the user;
 - 4.2.3 Not be transmitted in the clear or plaintext outside the secure location;
 - 4.2.4 Not be displayed when entered;
 - 4.2.5 Not contain repeating characters (e.g. pass10241024);
 - 4.2.6 Not contain characters in sequence (e.g. 12345 or qwerty).
- 4.3 Multi-Factor Authentication (MFA), also referred to as two-factor authentication (2FA), is a security enhancement that allows users to present two pieces of evidence—otherwise known as credentials—when logging in to an account. Credentials fall into any of the following three categories:

AP 3721 District Password Procedure

- 4.3.1 something you know (like a password or PIN);
- 4.3.2 something you have (like a smart card, authenticator application or physical token);
- 4.3.3 something you are (like your fingerprint - also known as biometrics);
- 4.4 MFA will be enabled for all accounts accessing the student information system (Banner), network resources, servers, endpoints, or any other technology that could compromise any of those systems.
 - 4.4.1 Students, faculty, and staff will have the ability to self-select their choice of receiving an MFA token. In order of most secure to least secure these are:
 - 4.4.1.1 Mobile authenticator;
 - 4.4.1.2 Physical key/token;
 - 4.4.1.3 Email;
 - 4.4.1.4 SMS.
 - 4.4.2 MFA tokens will not be required while using a device connected to the campus network.
 - 4.4.3 MFA tokens will be required upon first sign-in on any new device.
- 5.0 **Password Protection Standards**
 - 5.1 Passwords should not be shared. All passwords should be treated as personal and confidential information. The District recommends the use of a password management tool to generate and store personal passwords.
 - 5.2 Examples of “do not” regarding passwords. This is not an exhaustive list and may be modified to ensure timely best practices.
 - 5.2.1 No Staff member will ever ask for your password;
 - 5.2.2 Do not reveal a password over the phone to anyone;
 - 5.2.3 Do not request someone’s password;
 - 5.2.4 Do not share your password with a co-worker, supervisor, subordinate, or assistant. Do not reveal a password to a fellow student or friend;
 - 5.2.5 Do not reveal a password in electronic communication (email, text, etc.);
 - 5.2.6 Do not talk about a password in front of others;

AP 3721 District Password Procedure

- 5.2.7 Do not hint at the format of a password (e.g. “my family name”);
- 5.2.8 Do not reveal a password on questionnaires or security forms;
- 5.2.9 Do not share a password with family members;
- 5.2.10 Do not write passwords down and store them anywhere in your office;
- 5.2.11 Do not store passwords in a file on ANY computer or information system that is unencrypted;
- 5.2.12 Do not forget to log off when using a shared computer on the college campus (e.g. public space, lab, library, classroom, etc.)
- 5.3 Poor, weak passwords that are easily compromised contain less than ten (10) characters or a common or familiar word such as:
 - 5.3.1 Birthdays and other personal information such as address and phone numbers, children’s names, etc. that are easily discoverable;
 - 5.3.2 Word or number patterns (e.g. aaabbb, qwerty, zyxwvuts, w3e4r5);
 - 5.3.3 Any of the above spelled backwards;
 - 5.3.4 Any of the above preceded or followed by a digit (e.g., secret1, 1secret).
- 6.0 If someone demands a password, refer them to this document or have them call the District Information Services office for further clarification.
- 7.0 If an account or password is suspected to have been compromised, report the incident to your Academic Computing Department or the District Information Services office and immediately change all passwords.

See Board Policy 3720, Computer and Electronic Communication Systems; Administrative Procedure 3720, Computer and Electronic Communication Systems; and Administrative Procedure 6365, Accessibility of Information Technology.

Date of Adoption: April 25, 2022 District Consultation Council

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X
Resolution _____
Information _____
Enclosure(s) _____

DATE: May 10, 2022

SUBJECT: Board Member Compensation

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 Section 72024, Section 3.0 of Board Policy 2725 states:

The Board of Trustees 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 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is in accordance with Board Policy 2725, Board Member Compensation.

FUNDING SOURCE AND FINANCIAL IMPACT: 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.

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.c
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	May 10, 2022	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Chapter 2, Board of Trustees Board Policy 2015, Student Members	Enclosure(s)	<u> X </u>

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Byron D. Clift Breland

Recommended by

Byron D. Clift Breland

Approved for Submittal

6.d.1

Item No.

BP 2015 Student Members

Reference:

Education Code Section 72023.5

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

North Orange County Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2015 Student Members

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

See Administrative Procedure 2015, Student Members; and Board Policy and Administrative Procedures 2105, Election of Student Members.

Date of Adoption: April 27, 2021
April 28, 2020
May 9, 2017
April 12, 2016
April 14, 2015
April 8, 2014
April 23, 2013
April 26, 2011
April 27, 2010
May 13, 2008
May 8, 2007
April 11, 2006
June 24, 2003

Date of Last Revision: February 12, 2019
May 8, 2012
January 27, 2009
June 14, 2005
April 13, 2004

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	May 10, 2022	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Chapter 6, Business and Fiscal Affairs 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 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.


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

Byron D. Clift Breland

Recommended by



Approved for Submittal

6.e.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 (\$500,000,000), and (3) has debt other than commercial paper, if any, that

BP 6320 Investments

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

BP 6320 Investments

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%
7.4	U.S. Government agencies, instrumentalities and government sponsored enterprises	no more than 50%
7.5	Corporate notes	no more than 30%

North Orange County Community College District
BOARD POLICY
Chapter 6
Business and Fiscal Affairs

BP 6320 Investments

- | | | |
|------|--|------------------|
| 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 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

BP 6320 Investments

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 11, 2021 Re-adopted
May 12, 2020 Re-adopted
May 14, 2019 Re-adopted
May 8, 2018 Re-adopted
May 9, 2017 Re-adopted
May 13, 2014 Re-adopted
May 14, 2013 Re-adopted
May 8, 2012 Re-adopted

North Orange County Community College District
BOARD POLICY
Chapter 6
Business and Fiscal Affairs

BP 6320 Investments

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 10, 2022
SUBJECT: Future Board Agenda Items

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

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

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


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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.f
Item No.

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

April 26, 2022

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, April 26, 2022, at 5:30 p.m. in the Anaheim Campus Board Room with a YouTube livestream broadcast.

Board President Jacqueline Rodarte called the meeting to order at 5:32 p.m. and led the Pledge of Allegiance.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Jacqueline Rodarte, Evangelina Rosales, and Student Trustees Erin Lacorte and Meena Pandian. Absent: None.

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

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Paul de Dios, Alex Porter, Kathleen Reiland, and Bryan Ventura from Cypress College; Nick Arman, Carlos Ayon, Daniel Berumen, M. Leonor Cadena, Nicola Dedmon, Arnette Edwards, Robert Gamboa, Rod Garcia, Pamela Lewin, Elaine Lipiz Gonzalez, Gary Graves, Rabia Kahn, Jennifer LaBounty, Marwin Luminarias, Jose Ramon Nuñez, Christi O'Daniel, Kim Orlijan, Elsa Perez, Queen Peterson, Alix Plum, Jeanette Rodriguez, Joel Salcedo, Bridget Salzameda, Melissa Serrato, Ken Starkman, Perry Webster, and Brandi Wilson from Fullerton College; Karen Bautista and Terry Cox from North Orange Continuing Education; and Bea Bates, Simone Brown Thunder, Danielle Davy, Geoff Hurst, Tami Oh, Chelsea Salisbury, Amita Suhrid, Kashu Vyas, and Rick Williams from the District Office.

VISITORS: Anna Katsuki and Gerald Padilla. Public participation was provided via YouTube livestream.

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

Finance & Facilities: 3.a, 3.b, 3.d
Instructional Resources: 4.a

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

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jeffrey P. Brown that the following personnel items be approved by block vote:

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

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

CHANCELLOR'S REPORT: **Chancellor Byron D. Clift Breland** reported on his attendance at the Orange County Teacher of the Year Awards Banquet to recognize the 2021 and 2022 recipients and expressed his gratitude to all teachers who do the great work of educating students. He also reported on his participation at the District Budget Allocation Forum and a recent unprompted tour of Cypress College facilitated by **President JoAnna Schilling** that highlighted the need to repurpose current spaces to better serve students and their needs in a hybrid environment. He announced that the District is discussing removing the current mask mandate at the end of the semester and noted that most colleges have moved in that direction.

As part of the Chancellor's Report, Dr. Breland introduced **Gil Contreras**, Fullerton College Interim President, to present the "State of Fullerton College." Prior to the presentation, the Board received the following public comments:

Marwin Luminarias thanked everyone who donated tickets to the Veterans Resource Center which allowed the families of veterans to attend the Fullerton College Night at Angels Stadium. On behalf of Fullerton College, he thanked **Dr. Gil Contreras** for his support of classified professionals.

Jennifer Combs thanked Interim President Gil Contreras for his leadership and noted that despite low enrollment, students will continue to succeed at the campus which is filled with pride and renewed energy.

Kim Orlijan thanked Fullerton College for committing to help students during a difficult and tumultuous time and highlighted campus efforts centered on basic skills, course offerings, and equity. She commended **Dr. Gil Contreras** for his leadership during a difficult time and for the strong state of Fullerton College.

Subsequent to the public comments, **Interim President Gil Contreras** conducted the presentation which emphasized how the College supported students in the classroom; redesigned instruction and support services; provided support for the whole student to address housing and food insecurity and mental health services; COVID efforts to prioritize health and safety; the Friends of Fullerton College Foundation; and redesigned facilities to increase a sense of belonging. He touched on future plans for Fullerton College that include updating the strategic plan, targeting declining enrollment, and numerous diversity, equity, inclusion, and anti-racism efforts to move conversations to action.

Dr. Contreras highlighted figures from the Institutional Effectiveness Report including the largest degree and certificate completions in the College's history, being ranked the number

one community college in transfers to California State University (CSU) Fullerton, and that 74% of CSU transfers were students of color. He noted that while enrollment declined, student success did not and referenced a 134% increase since 2017-18 which he attributed to the Promise Program and dual enrollment efforts that make a difference.

Interim President Contreras concluded the presentation by stating, "The State of Fullerton College is hornet strong, resilient, and ready to continue our vision to transform lives and inspire positive change in the world." He thanked his executive team, the Office of Campus Communications, the Office of Institutional Research, and all the Fullerton College employees present.

In the ensuing discussion, trustees inquired about the College's top majors, the drop in success rates in Spring 2020 despite grading requirement flexibility, strategies to chisel away at the equity gap, and certificate and degree data to identify students who are receiving single certificates and those who have an overlap and receive multiple awards. Trustees thanked Fullerton College for their great work and praised their achievements in certificates awarded during the pandemic, the magazine they created, and their holistic approach to ensure students thrive.

(See Supplemental Minutes #1296 for copies of the presentation materials.)

MINUTES: It was moved by Trustee Ryan Bent and seconded by Trustee Evangelina Rosales to approve the Minutes of the Special Meeting of April 7, 2022. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Meena Pandian's advisory votes and Trustee Lopez abstaining.**

It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Special Closed Session Meeting of April 9, 2022. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Meena Pandian's advisory votes.**

It was moved by Trustee Evangelina Rosales and seconded by Trustee Ryan Bent to approve the Minutes of the Regular Meeting of April 12, 2022. **Motion carried with Trustees Bent, Blount, Brown, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Meena Pandian's advisory votes, and Trustee Dunsheath abstaining.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to approve the renewal of the FUTURIS Public Entity Investment Trust Program Services Agreement with Keenan and Associates and the FUTURIS Trust Administrative Services Agreement with Benefit Trust Company for a term of five years, starting April 27, 2022.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute the agreements on behalf of the District and the Retirement Board.

Item 3.b: By block vote, authorization was granted to enter into an architectural agreement with HPI Architecture in the amount not to exceed \$330,000, inclusive of reimbursable allowances, to provide architectural services for the HRC Temporary Relocation Project to Cypress College.

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

Item 3.c: It was moved by Trustee Evangelina Rosales and seconded by Student Trustee Erin Lacorte to authorize the Fullerton College Business Division/Business Management Department to conduct an out-of-country field trip to Munich, Germany, Venice Italy, and Milan, Italy from June 27, 2023 to July 11, 2023 with Professor Gary Graves to explore entrepreneurship and business abroad. All costs will be paid by the participating students and WorldStrides will cover the costs of the instructor.

Subsequent to Professor Gary Graves answering questions related to the purpose of the trip, costs, scholarship opportunities, and recruitment efforts, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Meena Pandian's advisory votes.**

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

INSTRUCTIONAL RESOURCES

Item 4.a: By block vote, authorization was granted for Cypress College to enter into an agreement with the Santa Clarita Community College District to accept the total Innovation and Effectiveness Grant Agreement in the amount of \$199,812 to be used by March 31, 2023, to broaden the College's Guided Pathways and develop a strategic approach to enrollment management.

Further authorization was granted 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.

Item 4.b: The Board received as information the NOCE Guided Pathways Self-Assessment Progress Report

NOCE President Valentina Purtell noted that as a noncredit institution NOCE is not required to complete the plan and does not receive dedicated funding, but has nonetheless been submitting a plan to the State for years. She reported that NOCE has institutionalized the guided pathways principles and is now using them on enrollment recovery efforts, and also thanked Deb Perkins for coordinating the report.

HUMAN RESOURCES

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

RETIREMENTS

Felender, Julie	FC	Psychology Instructor Eff. 6/30/2022 PN FCF915
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Fernandez, Gabriella FC Computer Information System Instructor
Eff. 06/30/2022
PN FCF701

CHANGE IN RETIREMENT DATE

Siegel, Barry CC Radiological Technology Instructor
From: 07/31/2022
To: 08/12/2022
PN CCF731

NEW PERSONNEL

Perez, Francisco CC Biology Instructor
First Year Probationary Contract
Class B, Step 1
Eff. 08/18/2022
PN CCF855

EXTENSION OF TEMPORARY MANAGEMENT CONTRACT

Dedmon, Nicola FC Interim Dean, Fine Arts
Range 32, Column B (100%)
Management Salary schedule
Eff. 07/01/2022-12/31/2022

ADDITIONAL DUTY DAYS @ PER DIEM

House, Joshua	CC	Forensics Coach	11 days
Page, Jennifer	CC	Forensics Coach	11 days

PAYMENT FOR INDEPENDENT LEARNING CONTRACT FALL 2021

Aguet, Jacqueline	CC	\$75.00
McMillan, Marcus	CC	\$20.00
Mohr, Margaret	CC	\$10.00
Mosqueda-Ponce, Therese	CC	\$70.00
Schulps, Molly	CC	\$10.00

PAYMENT FOR INDEPENDENT LEARNING CONTRACT SPRING 2022

Afra, Maha	CC	\$ 5.00
Aguet, Jacqueline	CC	\$90.00
Bladh, Eric	CC	\$10.00
Giardina, Edward	CC	\$15.00
House, Joshua	CC	\$10.00
Maher, Anthony	CC	\$20.00
McMillan, Marcus	CC	\$10.00
Mohr, Margaret	CC	\$40.00
Mosqueda-Ponce, Therese	CC	\$10.00

LEAVE OF ABSENCE

@01673995	CC	Faculty Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 03/17/2022-05/27/2022
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 SPRING SEMESTER

Kimaara, Annalinda	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Alarcon, Leslie	FC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Arias, Ana	NOCE	Column 2, Step 1
Henel, Sylvia	NOCE	Column 3, Step 1
Kinder, Tina	NOCE	Column 2, Step 1
Nunez, Vincent	NOCE	Column 2, Step 1
Rouhi, Samaneh	NOCE	Column 2, Step 1
Williams, Courtney	NOCE	Column 2, Step 1

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

RESIGNATION

Gomber, Brian	CC	Skilled Maintenance Assistant 12-month position (100%) Eff. 04/22/2022 PN CCC909
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NEW PERSONNEL

Houston, Dewayne	FC	Facilities Custodian I 12-month position (100%) Range 27, Step E + 10% Shift Classified Salary Schedule Eff. 05/02/2022 PN FCC558
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Sams, Michael	FC	Facilities Custodian I 12-month position (100%) Range 27, Step E + 10% Shift Classified Salary Schedule Eff. 05/02/2022 PN FCC560
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VOLUNTARY CHANGES IN ASSIGNMENT

Campos, Amparo	FC	Facilities Custodian I 11-month position (45%) PN FCC874 Permanent Change in Assignment To: FC Facilities Custodian I 12-month position (50%) Eff. 07/01/2022 PN FCC763
Coggi, Anita	FC	Administrative Assistant II (100%) Permanent Increase in Months Employed From: 11-months To: 12-months Eff. 07/01/2022 PN FCC738
Hagmaier, Maite	FC	Clerical Assistant II (100%) Permanent Increase in Months Employed From: 11-months To: 12-months Eff. 07/01/2022 PN FCC706
Myles, Zanthines Renee	NOCE	Account Clerk II 12-month position (100%) PN SCC988 Permanent Change in Assignment To: NOCE Account Clerk II, Admin Services 12-month position (100%) Range 33, Step E + 15% Longevity Classified Salary Schedule Eff. 04/15/2022 PN SCC988
Orozco, Vivianna	FC	Laboratory Technician (100%) Permanent Increase in Months Employed From: 11-months To: 12-months Eff. 07/01/2022 PN FCC788
Plescher, Sarah	FC	Admissions and Records Specialist 12-month position (100%) PN FCC999

Permanent Change in Assignment

To: FC Evaluator
 12-month position (100%)
 Range 36, Step E + 5% Longevity
 Classified Salary Schedule
 Eff. 04/27/2022
 PN FCC999

Sanchez Cuevas,
 Feliciano

FC

Facilities Custodian I
 12-month position (100%)
 PN FCC769

Permanent Change in Assignment

To: AC Facilities Custodian I
 12-month position (100%)
 Range 27, Step E +10% Shift + 5% Longevity
 Classified Salary Schedule
 Eff. 05/15/2022
 PN DEC955

Toth, Cheryl

FC

PE Athletic Equipment Coordinator (50%)
 Facilities Custodian (50%)

Permanent Change in Assignment

To: FC PE Athletic Equipment Coordinator
 12-month position (100%)
 Range 34 CG, Step E + 30% Longevity
 Classified Salary Schedule
 Eff. 07/01/2022
 PN FCC762

LEAVES OF ABSENCE

@01541035

NOCE

Instructional Assistant (55%)
 Family Medical Leave (FMLA/CFRA)
 Paid Leave Using Regular and Supplemental Sick
 Leave Until Exhausted; Unpaid Thereafter
 Eff. 03/28/2022 – 05/23/2022 (Consecutive Leave)

@01764968

FC

Facilities Custodian I (100%)
 Family Medical Leave (FMLA/CFRA)
 Paid Leave Using Family Illness and Personal
 Necessity Leave Until Exhausted; Unpaid Thereafter
 Eff. 04/25/2022 – 05/06/2022 (Consecutive Leave)

@01167039

FC

Facilities Custodian II (100%)
 SB 114 (SPSL)
 Paid Leave Using Supplemental Paid Sick Leave
 Eff. 01/05/2022 – 01/15/2022 (68 hours)

@00219782	FC	Student Services Specialist, Student Activities (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/03/2022 – 01/14/2022 (80 hours)
@01536143	AC	Manager, Custodian Services (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/04/2022 – 02/18/2022 (Consecutive Leave)
@00299876	AC	Facilities Custodian Coordinator II (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/06/2022 – 01/13/2022 (48 hours)
@01173571	FC	Administrative Assistant III, ISS (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/04/2022 – 01/05/2022 (18 hours)
@01592856	CC	Senior Research & Planning Analyst (100%) Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/24/2022 – 06/05/2022 (Consecutive Leave)
@01949216	FC	Facilities Custodian I (100%) Unpaid Leave of Absence Eff. 08/25/2022 – 08/26/2022 & 08/29/2022
@00006402	FC	EOPS Program Coordinator (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 01/03/2022 – 01/11/2022 (56 hours)
@00383516	AC	Human Resources Specialist (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 05/02/2022 – 05/13/2022 (Consecutive Leave)
@01046126	CC	Financial Aid Technician (100%) SB 114 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 02/09/2022 – 02/24/2022 (80 hours)
@00005844	CC	Personnel Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick

Leave Until Exhausted; Unpaid Thereafter
Eff. 04/28/2022 – 05/12/2022 (Consecutive Leave)

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

(See Supplemental Minutes #1296 for a copy of the professional expert personnel listing.)

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

(See Supplemental Minutes #1296 for a copy of the hourly personnel listing.)

Item 5.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1296 for a copy of the volunteer listing.)

GENERAL

Item 6.a: It was moved by Trustee Stephen T. Blount and seconded by Trustee Jeffrey P. Brown that the Board honor the contributions made by faculty members of the North Orange County Community College District to their students, their colleges, and their learning centers, and adopt Resolution No. 21/22-23, declaring the week of May 2-6, 2022, as Teacher Appreciation Week. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Meena Pandian's advisory votes.**

Item 6.b: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Evangelina Rosales that the Board honor the contributions made by classified employees of the North Orange County Community College District to the educational community and adopt Resolution No. 21/22-24, declaring the week of May 15-21, 2022, as Classified School Employee Week. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Meena Pandian's advisory votes.**

Item 6.c: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Stephen T. Blount that the Board adopt the following proposed, revised Board Policies in Chapter 4:

- BP 4231, Grade Changes:
- BP 42322, Pass/No Pass Grading Option:
- BP 4240, Academic Renewal:
- BP 4250, Probation, Dismissal, & Readmission:
- BP 4260, Prerequisites, Corequisites, & Advisories:
- BP 4300, Field Trips & Excursions:
- BP 4400, Community Services Programs:

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Meena Pandian's advisory votes.

Item 6.d: It was moved by Trustee Ryan Bent and seconded by Trustee Evangelina Rosales that the Board adopt Resolution No. 21/22-25, Trustee Absence verifying that Trustee Dunsheath was absent on April 12, 2022 due to hardship and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. **Motion carried with Trustees Bent, Blount, Brown, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes, and Trustee Dunsheath abstaining.**

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

Item 6.e: Board President Jacqueline Rodarte asked if there were any requests for potential future Board agenda items. Trustee Ryan Bent thanked Chancellor Breland for stating that the District is looking at the vaccine and mask mandates and expressed a desire for the District to consider removing the mask mandate and revisit the vaccine mandate.

CHANCELLOR'S STAFF COMMENTS

Valentina Purtell announced upcoming NOCE outreach and retention events including the Parenting Program Trauma-Informed Conference May 2-10 that will include workshops on healthy family relationships, and the virtual "Dream Your Future" May 10-11 for students considering next steps after completing NOCE programs. President Purtell thanked **Trustee Evangelina Rosales** for referring NOCE to OC United and the opportunity to explore classes at community-based locations.

Gil Contreras thanked the Fullerton College community for attending Fullerton College Night at Angel Stadium event where **Chancellor Byron D. Clift Breland** threw out the ceremonial first pitch and which raised money for Students of Distinction scholarships.

JoAnna Schilling reported on her attendance at the Orange County Teacher of the Year Awards Banquet that honored 117 teachers across the County including Cypress College faculty **Amanda Gargano** and **Tony Sanchez-Duran**. She thanked **Trustees Bent, Dunsheath, and Rosales** and everyone who attend the Yom HaShoah event which raised funds for Holocaust awareness. President Schilling announced that the Cypress College Commencement honoring the classes of 2022, 2021, and 2020 will take place in-person on May 20. She shared that faculty, classified staff, retirees and service pin recipients will be honored at an appreciation luncheon on May 4 and that the Women's Softball team will play in the Orange Empire Conference title match on April 27.

Fred Williams reported on the Budget Allocation Model Virtual Forum that took place before the Board meeting and noted that a recording of the forum and FAQs will be made available on the District website.

RESOURCE TABLE PERSONNEL COMMENTS

Raine Hambly expressed support for faculty and classified staff and thanked them for their hard work.

Jennifer Combs submitted her report for the record on behalf of the Fullerton College Faculty Senate. She reported on the results of recent elections, a review of proposed revisions to Board Policy and Administrative Procedures 7600, Campus Safety Officers, thanked the

outgoing Student Trustee **Erin Lacorte**, welcomed **Paloma Foster** as the incoming Student Trustee, the approval of the Program Review Report and recommendations for funding, plans for development of a Campus Enrollment Management Committee, and support for naming the 200 Building in honor of **Cruz Reynoso**.

She reported that the Fullerton College Faculty Senate unanimously passed a motion (with one abstention) asking that the current Interim President, Interim Vice President of Student Services, and Dean of Student Services remain in place until a permanent Fullerton College President begins their tenure. The Senate also praised **Gil Contreras**, Interim President, and **Elaine Lipiz-Gonzalez**, Interim Vice President of Student Services, for their leadership.

(See Supplemental Minutes #1296 for the full statement.)

Christie Diep shared excerpts of the overwhelmingly positive feedback she received from United Faculty members regarding family medical coverage. She noted that there is a lot of work ahead that requires new ideas and new ideals and that the District is lucky to have the leadership of a new Chancellor.

Pamela Spence thanked the Board for their recognition of Classified School Employees Week and reported on member updates, including upcoming events, recruitment for negotiating and shared governance committees, site representative activation and communication, and contract distribution.

Dash Johnson reported on negotiations concerning paid office hours and thanked members for submitting testimonies on the topic. He shared that his contract was renewed as Adjunct Faculty United Executive Director and the union will send six adjunct faculty members to Sacramento to lobby for healthcare for adjunct faculty.

MEMBERS OF THE BOARD OF TRUSTEES COMMENTS

Student Trustee Erin Lacorte reported on Fullerton College events that included the Earth Day Symposium, The Clothesline Project and Walk in Our Shoes for Sexual Assault Awareness Month, SEES Student Symposium, and Black Student Success Week.

Student Trustee Meena Pandian invited all to attend Denim Day hosted by the Active Minds Club and EOPS, and congratulated the Cypress College Outstanding Graduate of the Year and Presidential Scholars of Distinction.

Trustee Ryan Bent reported on his attendance at the Cypress College Yom HaShoah event and thanked **Chancellor Byron D. Clift Breland** for the on-going discussions regarding the COVID-19 mask and vaccine/booster mandates.

Trustee Ed Lopez reported on his participation at the Fullerton College Earth Day Symposium that included discussion on efforts to reduce carbon footprints and divestment of fossil fuels and recommended that the District review its Board Policy on investments.

Trustee Evangelina Rosales expressed her gratitude to NOCE managers **Jennifer Perez**, **Dennis Davino**, **Martha Turner**, and **Karla Frizler** for collaborating to offer classes in the Gilbert neighborhood community and congratulated the 2021 and 2022 Orange County Teachers of the Year nominees.

Trustee Stephen T. Blount reported on his attendance at the Orange County School Board Association Business Meeting and the Orange County Teacher of the Year Awards Banquet.

Trustee Barbara Dunsheath thanked Cypress College for hosting the Yom HaShoah event and **Aline Gregorio** for coordinating the Fullerton College Earth Day Symposium. She shared that a new basic needs report on food insecurity is available and includes valuable information, and congratulated the Colleges for hosting Sexual Assault Awareness Month and Black Student Success Week events.

Board President Jacqueline Rodarte reported on her attendance at the Orange County Teacher of the Year event and reminded everyone to complete the annual Board assessment.

NON-AGENDA PUBLIC COMMENTS

Anna Katsuki addressed the Board on behalf of a number of anonymous Fullerton College faculty who fear retaliation for expressing concerns regarding the Fullerton College Faculty Senate Executive Board's decision to vote on Senate's support of extending the current three interim positions while the managers involved were in attendance. The anonymous faculty expressed concerns about fairness, the lack of fairness, and the Executive Board merely pushing the ideas of administrators.

Perry Webster, Fullerton College Faculty, addressed the Board to highlight how students have been at the forefront of decision-making during the tenure of Interim President Contreras, and how students and staff have benefitted from that. He noted that the president search did not need to continue when the College already has a qualified candidate, and eight additional months of instability will delay campus progress and the ability to move forward.

Jennifer LaBounty addressed the Board noting that she was advised to be careful about sharing her thoughts because she doesn't have the protection of a union, and then went on to speak about the Fullerton College President hiring process that included a qualified pool of candidates and finalists. She expressed her anger and disbelief after receiving the Chancellor's email that the search would be extended and was made to feel like her voice didn't matter. She cautioned that given no rationale for the decision, unchecked assumptions will have consequences and will impact morale and trust.

Gerald Padilla, Fullerton College Faculty Emeritus, addressed the Board and shared his family's long history in Fullerton and North Orange County and his affiliation with Fullerton College. He noted his first-hand account of the College's diversity evolution during his tenure and the College's on-going responsibility to its students which includes its current leadership.

Robert Gamboa, Fullerton College Counselor, acknowledged the dedication and work of Interim President Gil Contreras, noted that the Chancellor's notification email to the campus community was disheartening to read and missed the opportunity to highlight the service Dr. Contreras has provided, and that the College will never recover from not hiring him for the permanent presidency.

An **anonymous** Fullerton College faculty member echoed what their colleagues stated regarding the failed president search and noted that the message conveyed was that you can work extremely hard and it can still not be enough. They also stressed the importance of representation with faculty hires, but also in leadership positions too.

Rabia Kahn, Fullerton College Staff, addressed the Board to share her sentiments and experiences with Interim President Gil Contreras and his positive role as a leader who exemplifies servant leadership.

CLOSED SESSION: At 7:38 p.m., Board President Jacqueline Rodarte adjourned the meeting to closed session per the following sections of the Government Code and stated there would not be a read out:

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

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54957: PUBLIC EMPLOYEE: Fullerton College President.

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

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

RECONVENE MEETING: At 9:05 p.m., Board President Jacqueline Rodarte reconvened the meeting in open session.

ADJOURNMENT: At 9:06 p.m., it was moved by Trustee Evangelina Rosales and seconded by Trustee Stephen T. Blount to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

Prepared By Recording Secretary for
Evangelina Rosales, Secretary, Board of Trustees