



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

MEETING: Regular Meeting in September 2019

DATE: Tuesday, September 24, 2019, at 5:30 p.m.

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

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

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

AGENDA:

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

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

 Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public at the Chancellor's Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. to 5:00 p.m.).
- f. **Chancellor's Report**
 Honor Cypress College, Fullerton College, and North Orange Continuing Education Employees of the Year
- g. **Comments:**
 Resource Table Personnel
 Members of the Board of Trustees
2. a. **Approval of Minutes of the Regular Meeting of September 24, 2019.**

- 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.

3. FINANCE & FACILITIES

- a. It is recommended that the Board conduct a public hearing on the findings prerequisite to award an energy service contract, adopt Resolution No. 19/20-06 to make the required findings under Government Code section 4217, and authorize the Anaheim Campus LED Lighting Retrofit project in the amount not to exceed \$200,000. **(The Resolution is available for review in the District's Business Office.)**
- [b] Authorization is requested for the Cypress College Foundation to host the President's Evening at the Theater event on the college campus on October 11, 2019 and to allow them to serve alcoholic beverages to attendees.
- [c] Authorization is requested to approve the Memorandum of Understanding with Anaheim Union High School District for the Community Schools Model regional integration at a cost not to exceed \$255,439.45.
- [d] Authorization is requested to approve the Memorandum of Understanding with North Orange County Regional Occupational Program for their California Adult Education Program 2019-20 Regional Budget of \$664,815.00.
- [e] Authorization is requested to enter into an agreement with Allana Buick & Bers to provide special inspections for waterproofing and air barrier services during the construction phase of the new Cypress College SEM and VRC/SAC projects. The term of the agreement will be September 25, 2019 through June 30, 2021. On-call services will be based on a combination of lump sum and time and materials, with an estimated cost of \$220,600.
- [f] Authorization is requested to pre-approve out-of-country travel to Toronto, Canada for Randy Martinez and Angela deDios from October 9-12, 2019.
- [g] Authorization is requested to enter into a new contract with Ellucian Company, LP starting on September 25, 2019 through June 30, 2024, with a first year cost not to exceed \$513,890, plus a 3% increase each year thereafter.

4. HUMAN RESOURCES

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

Retirement
Leaves of Absence
Temporary Academic Hourly
Correction to Board Agenda – Change in Salary Classification

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

Retirement
Resignation
New Hire
Promotion
Voluntary Changes in Assignment
Professional Growth & Development
Leaves of Absence
New Classified 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.

5. **GENERAL**

a. It is recommended that the Board discuss any potential future 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.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	September 24, 2019	Resolution	<u>X</u>
SUBJECT:	Public Hearing and Approval of Resolution No. 19/20-06, Anaheim Campus LED Lighting Retrofit Project	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND: Illuminart Group (“Illuminart”) is an energy service company (ESCO) with experience in completing turnkey solutions for energy-saving projects. They provide services to both private and public entities. They provided services to Anaheim Union High School District, Santa Ana Unified High School District, and Cathedral Catholic High School, as well as various cities and hotels.

On August 16 and 17, 2019, Illuminart evaluated and surveyed the Anaheim Campus and concluded that replacing all existing interior and exterior lighting fixtures with energy efficient lighting fixtures and systems could potentially save the District approximately \$311,104.00 annually. The District currently pays approximately \$450,000 annually towards electricity.

The Anaheim Campus currently uses incandescent, metal halide and fluorescent fixtures, which cause shorter lamp life and accelerated lumen depreciation resulting in increased maintenance costs and high energy consumption. Illuminart proposes to replace a total of 7,718 light fixtures effectively reducing energy consumption from 2,148,864 kWh per year to 628,093.80 kWh. They propose to complete the work turnkey at a total cost of \$200,000. Illuminart’s original proposal was approximately \$240,000. However, they agreed to lower the proposed cost to \$200,000.

Illuminart filed a Lighting Incentive Application with Anaheim Public Utilities (“APU”) on behalf of the District based on the survey that they did. With this filing, APU confirmed that a lighting incentive of \$100,000 has been set aside for the District. The incentive will be released upon completion of all program requirements. All projects are subject to pre and post-inspection and based on availability of funds on a first-come, first-served basis. APU staff did confirm that they have worked with Illuminart on numerous projects, initially as a subcontractor to another ESCO and thereafter as a separate company.

Government Code section 4217.12 authorizes a community college district to enter into a contract for conservation services for an energy conservation facility, if the anticipated cost to the community college district for such energy conservation services will be less than the anticipated marginal cost to the community college district of thermal, electrical, or other energy that would have been consumed by the community college district in the absence of such energy conservation service contract. The enclosed resolution makes the required findings under Government Code section 4217 pursuant to the Notice of Public Hearing provided at least two weeks prior to this meeting. Legal counsel reviewed Illuminart’s study and proposal and agrees to the application of Government Code section 4217.12.

This agenda item was submitted by Richard Williams, District Director, Facilities Planning & Construction.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: The cost of the upgrade totaling \$200,000 will be charged against Capital Outlay funds.

RECOMMENDATION: It is recommended that the Board conduct a public hearing on the findings prerequisite to award an energy service contract, and adopt Resolution No. 19/20-06 to make the required findings under Government Code section 4217, and authorize the Anaheim Campus LED Lighting Retrofit Project in the amount not to exceed \$200,000. Authorization is further requested for the Vice Chancellor, Finance & Facilities or District Director, Purchasing to issue purchase orders or execute any agreement on behalf of the District.

Fred Williams

3.a.2

Recommended by

Approved for Submittal

Item No.

**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AUTHORIZING AN ENERGY SERVICE CONTRACT WITH ILLUMINART GROUP
AND RELATED FINDINGS**



RESOLUTION NO. 19/20-06

WHEREAS, Government Code sections 4217.10 through 4217.18 authorize a community college district to enter into one or more energy service contracts with any person or entity, pursuant to which that person or entity will provide thermal or electrical energy or conservation services for an energy conservation facility to the community college district, if the anticipated cost to the community college district for thermal or electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the community college district of thermal, electrical, or other energy that would have been consumed by the community college district in the absence of those energy service contracts;

WHEREAS, the governing board of a community college district can determine that entering into energy service contracts are in the best interests of the community college district if the determination is made at a regularly scheduled public hearing, public notice of which is given at least two weeks in advance; and

WHEREAS, the North Orange Community College District ("District") has conducted an analysis and concluded that the anticipated costs to replace all existing lighting fixtures with energy efficient lighting fixtures and systems throughout the District's Anaheim Campus will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed or paid for by the District in the absence of replacing all existing lighting fixtures with energy efficient lighting fixtures and systems in accordance with Government Code sections 4217.10 through 4217.18;

WHEREAS, the Governing Board of Trustees ("Board") of the District has determined that it is in the best interest of the District to enter into a contract with Illuminart Group to replace all existing lighting fixtures with energy efficient lighting fixtures and systems throughout the District's Anaheim Campus pursuant to Government Code sections 4217.10 through 4217.18;

NOW, THEREFORE, the District hereby finds, determines, declares and resolves as follows:

Section 1. Determination of Recitals. All of the recitals set forth above are true and correct, and the District's Board so finds and determines.

Section 2. Determination of Energy Cost Savings. The District's Board hereby finds and determines that the anticipated costs to replace all existing lighting fixtures with energy efficient lighting fixtures and systems throughout the District's Anaheim Campus will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed or paid for by the District in the absence of replacing all existing lighting fixtures with energy efficient lighting fixtures and systems throughout the District's Anaheim Campus in accordance with Government Code sections 4217.10 through 4217.18.

Section 3. Delegation of Authority. That the District's Governing Board hereby approves the delegation of authority and appoints its Vice Chancellor, Finance and Facilities, who is hereby authorized and directed, pursuant to a majority of the vote of the Governing Board and Education Code section 81655 and similar statutes, to execute, deliver or otherwise negotiate contracts, requisitions, or purchase orders in accordance with Government Code sections 4217.10 through 4217.18, or to otherwise carry out the intent of this Resolution, all subject to ratification by the Board.

Section 4. Effective Date. This resolution shall be effective as of date of its adoption until otherwise rescinded by the Governing Board.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 24th day of September, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

I, Jeffrey P. Brown, President of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

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

I, Alba Recinos, Clerk of the Governing Board of the North Orange County Community College District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 12th day of March, 2019, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the North Orange County Community College District Governing Board this 24th day of September, 2019.

Clerk of Governing Board
North Orange County Community College District

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: September 24, 2019
SUBJECT: Cypress College Foundation Request to Host President's Evening at the Theater Event and Serve Alcoholic Beverages

Action X
Resolution
Information
Enclosure(s)

BACKGROUND: The Cypress College Foundation proposes to host the President's Evening at the Theater Event on the Cypress College campus on the evening of October 11, 2019. The President's Evening at the Theater serves as an exciting networking reception for current and new President's Circle members, as well as future prospects. The social will be held from 5:00 – 7:00 p.m. in the 3rd Floor Atrium of the CCCPLX Building prior to guests attending the Cypress College play "The American Clock". Admission to the event is free.

The Foundation is requesting permission to serve alcoholic beverages, including beer and wine, to the guests. The Foundation will obtain all required permits including the City of Cypress and the State of California Alcoholic Beverage Control approval. The Foundation will be responsible for all costs associated with the event, including permits.

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

How does this relate to Board Policy: This item relates to Board Policy 3560 Alcoholic Beverages.

FUNDING SOURCE AND FINANCIAL IMPACT: None.

RECOMMENDATION: Authorization is requested to allow the Cypress College Foundation to host the President's Evening at the Theater Event on the college campus on October 11, 2019 and to allow them to serve alcoholic beverages to attendees.

Fred Williams

Recommended by

Approved for Submittal

3.b

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 24.2019 Resolution
Information
Enclosure(s)
SUBJECT: North Orange Continuing Education-North
Orange County Regional Consortium -
MOU with Anaheim Union High School
District for the Community Schools Model
Regional Integration

BACKGROUND: As part of an approved North Orange County Regional Consortium (NOCRC) 2019-2020 strategy for the California Adult Education Program (CAEP), the Anaheim Union High School District (AUHSD) will collaborate with NOCE to pilot the Community Schools Model in the North Orange County region. The Community Schools Model will offer a one-stop hub of adult education programs and services at selected school sites. Adult Education programs offered by NOCE will include ESL, CTE, Basic Skills, and Parenting classes. The Community Schools Model proposal totals a cost not to exceed \$255,439.45, which includes equipment and conference related expenses. As the fiscal agent, the District will be responsible for monitoring expenses and CAEP related activities in compliance with CAEP metrics and procedures. The NOCRC Executive Committee approved the use of CAEP funds on July 17, 2019.

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

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

How does this relate to Board Policy: N/A

FUNDING SOURCE AND FINANCIAL IMPACT: The regional integration Community Schools Model through AUHSD will be charged to the California Adult Education Program fund.

RECOMMENDATION: Authorization is requested to approve the Memorandum of Understanding with Anaheim Union High School District for the Community Schools Model regional integration at a cost not to exceed \$255,439.45. 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

3.c

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 24, 2019 Resolution
SUBJECT: North Orange Continuing Education-North Information
Orange County Regional Consortium- Enclosure(s)
MOU for the North Orange County
Regional Occupational Program
(NOCROP)

BACKGROUND: As part of an approved North Orange County Regional Consortium (NOCRC) 2019-2020 strategy for the California Adult Education Program (CAEP), the North Orange County Regional Occupational Program (NOCROP) will collaborate with NOCE and other NOCRC partners in outreach and data collection efforts for NOCROP adult education offerings. NOCROP total budget proposal of \$664,815.00 includes equipment and software. As the fiscal agent, the District will be responsible for monitoring expenses and CAEP related activities in compliance with CAEP metrics and procedures. The NOCRC Executive Committee approved the use of CAEP funds for this purpose on July 12th, 2019.

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

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

How does this relate to Board Policy: N/A

FUNDING SOURCE AND FINANCIAL IMPACT: The MOU for the NOCROP for CAEP 2019-2020 Regional Budget for NOCRC will be charged to the California Adult Education Program fund.

RECOMMENDATION: Authorization is requested to approve the Memorandum of Understanding with North Orange County Regional Occupational Program for their California Adult Education Program 2019-2020 Regional Budget of \$664,815.00. 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

3.d

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: September 24, 2019
SUBJECT: Enter into an Agreement with Allana, Buick & Bers, Inc. for Special Inspections of Waterproofing and Air Barrier Services

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

BACKGROUND: Cypress College has requested to retain Allana, Buick & Bers, Inc. (ABBAE) for special inspections of waterproofing and air barrier services during the construction phase of the SEM and VRC/SAC projects. The on-call services will be based on a combination of lump sum and time and materials in accordance with the fee schedule of hourly rates, with an estimated cost of \$220,600. Actual costs may vary and will depend on construction progress.

During pre-construction, the development of the scope of work has become evident that firms based on the east coast are the experts on rain screen exterior enclosures. To avoid excessive travel and lodging costs and for the following additional reasons, Cypress requests authorizing ABBAE as the uniquely qualified vendor to provide continuous inspection and quality control services:

1. Local presence (Irvine)
2. System expertise (rain screen system)
3. In house Inspectors trained on system
4. Proven testing procedures
5. Prior District Experience with Anaheim Campus and Cypress College Bldg. 8.

This agenda item was prepared by Alex Porter, Cypress College, Vice President, Administrative Services and Ryan Lipmann, Interim Project Manager.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this service comes from Measure J Bond Fund. This is part of the allowances in the Sundt contract.

RECOMMENDATION: Authorization is requested to enter into an agreement with Allana Buick & Bers to provide special inspections of waterproofing and air barrier services during the construction phase of the new SEM and VRC /SAC projects at Cypress College. The

term of the agreement will be September 25, 2019 through June 30, 2021. On-call services will be based on a combination of lump sum and time and materials in accordance with the fee schedule of hourly rates, with an estimated cost of \$220,600. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the agreement on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.e.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X

DATE: September 24, 2019

Resolution

Information

Enclosure(s)

SUBJECT: Cypress College
Social Sciences Division
Out-of-Country Travel

BACKGROUND: Per Board Policy 7400, Travel and Conference Attendance, all travel outside the United States must be approved in advance by the Board. To comply with the Board Policy, the CEO must approve the out of country travel before forwarding the request to the Vice-Chancellor, Finance and Facilities Office for submittal of the agenda item to the Board.

The following trip involves out-of-country travel:

- Professor Randy Martinez, Cypress College, Fall 2019, Society for Studying Emerging Adulthood Conference, Toronto, Canada from October 9 to 12, 2019.
- Associate Professor Angela deDios, Cypress College, Fall 2019, Society for Studying Emerging Adulthood Conference, Toronto, Canada from October 9 to 12, 2019.

Professors Martinez and deDios have been accepted to present a paper about original research within the field of emerging adulthood at the Society for Studying Emerging Adulthood Conference in Toronto, Canada. The topic of the paper is about the importance of research design, proper data analysis, and the importance of conferences when sharing scientific findings. This conference will allow a discussion with students about the entire research process from beginning to end. The conference will also allow the professors to stay updated in the field of developmental psychology.

This agenda item was submitted by Lisa Gaetje, Dean of Social Sciences, Cypress College.

How does this relate to the five District Strategic Directions? This item responds to Strategic Plan Goal #1: Instructional programs provide the necessary basic skills, training, current and relevant vocational skills, successful transfer preparation, and life-long learning options to meet the needs of our students and community.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 7400, Travel and Conference Attendance.

FUNDING SOURCE AND FINANCIAL IMPACT: The travel and conference cost of \$1,200 includes conference registration, transportation, and lodging for each full-time professor. Each professor will apply to have expenses paid for through Cypress College Professional Development funds. Any expenses that are not covered by Professional Development will

be paid for by the professor.

RECOMMENDATION: Authorization is requested to pre-approve out-of-country travel for Randy Martinez and Angela deDios to Toronto, Canada from October 9 to 12, 2019.

Fred Williams

Recommended by

Approved for Submittal

3.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	September 24, 2019	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Renewal of Maintenance of the Ellucian Company LP Master Contract	Enclosure(s)	<u> </u>

BACKGROUND: North Orange County Community College District has maintained licensing agreement with Ellucian Company, LP (formerly Sungard) since 1999 that provides Student, Human Resources, Financial Aid, Finance and other applications used by the entire District. The current contract for maintenance and support ends June 30, 2020.

This agenda item will update the maintenance and service agreement with Ellucian from a Perpetual to a Term Based Subscription Licensing model for the next five years, starting on September 25, 2019 and ending on June 30, 2024. The contract price for the first year is \$513,890, which is 3% decrease from the final year of the previous contract. Over the five years of the contract, the cost will increase by 3% per year. Because the new contract allows the District to remove services it is currently paying for but not using, and add services without incurring added costs, the five-year estimated savings for transitioning to the new model is approximately \$80,000. The contract provides for the right of non-renewal with 90 days' notice.

The new Subscription Licensing Model converts existing perpetual licensing to a term-based subscription licensing for the following products: Banner Student, Finance, Human Resources, Financial Aid and Self-Service applications, Ellucian DegreeWorks, and Transfer Equivalency.

Ellucian will provide early termination of support for the following products: Banner Data Defense, Luminis Platform, and CRM Advise.

The new subscription model will provide the following new subscription licenses: Ellucian Analytics, Ellucian Intelligent Learning Platform.

This agenda item was prepared by Geoff Hurst, District Director, Enterprise IT Applications Support and Development.

How does this relate to the five District Strategic Directions? District Objective 1.3: NOCCCD will integrate new and existing campus and District technology information systems to support student educational pathways and completion.

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

FUNDING SOURCE AND FINANCIAL IMPACT: This maintenance and support will be funded by the General Fund.

RECOMMENDATION: It is recommended that the North Orange County Community College District enter into the new contract with Ellucian Company, LP starting on September 25, 2019 through June 30, 2024, with a first year cost not to exceed \$513,890, plus a 3% increase each year thereafter. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.g.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 24, 2019 Resolution _____
SUBJECT: Academic Personnel Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

4.a.1

Item No.

RETIREMENTS

Rosenberg, Stuart CC English Instructor
Eff. 05/24/2020
PN CCF815

LEAVES OF ABSENCE

Banda, Sergio FC Sociology Instructor
Load Banking Leave With Pay
From: 100%
To: 46.67%
Eff. 2019 Fall Semester

Plett, Christina CC Mathematics Instructor
Load Banking Leave With Pay (6.67%)
Eff. 2019 Fall Semester

Tran, Hoa CC Mathematics Instructor
Load Banking Leave With Pay (46.65%)
Eff. 2019 Fall Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 FALL SEMESTER,
TRIMESTER

Alani, Mayada	CC	Column 1, Step 1
Ang, Exequiel	FC	Column 1, Step 1
Arroyo, James	FC	Column 1, Step 1
Bac, Bongsung	CC	Column 3, Step 1
Barrios, Christina	CC	Column 1, Step 1
Beakes, Jane	FC	Column 1, Step 1
Calsita, Ciara	NOCE	Column 2, Step 1
Chiem, Navy	CC	Column 1, Step 1
Chung, Kevin	FC	Column 1, Step 1
Columbus, Mark	FC	Column 1, Step 1
Constancio, Diana	CC	Column 1, Step 1
Coriaty, Krista	FC	Column 1, Step 1
Cuara, Teresa	CC	Column 1, Step 1
Dane, Joe	FC	Column 3, Step 2
De La Mora, Jamie	NOCE	Column 2, Step 1
Dixon, Christopher	FC	Column 1, Step 1
Faux, Todd	CC	Column 2, Step 1
Freer, Alexander	CC	Column 2, Step 1
Grano, Gregory	FC	Column 1, Step 1
Guevara, Esperanza	CC	Column 1, Step 1
Hamdan, Anan	CC	Column 1, Step 1

Academic Personnel
September 24, 2019

Harris, Matthew	CC	Column 1, Step 1
Hartman, Deanna	FC	Column 2, Step 1
Hoang, Trong	CC	Column 1, Step 1
Howard, Todd	CC	Column 2, Step 1
Jacobo, Joanna	FC	Column 1, Step 1
Kaiser, Marguerite	NOCE	Column 2, Step 1
Kar, Rosie	FC	Column 2, Step 1
Lebdeh, Layal	CC	Column 1, Step 1
Lee, Shannon	NOCE	Column 1, Step 1
McCormick, Lisa	FC	Column 1, Step 1
Nielson, Stephanie	CC	Column 1, Step 1
Nguyen, Washington	CC	Column 1, Step 1
Ortega, Valerie	FC	Column 1, Step 1
Paul, Stacey	NOCE	Column 2, Step 1
Pratt, Cynthia	FC	Column 1, Step 1
Reed, Eric	CC	Column 1, Step 1
Reichenshammer, Rex	FC	Column 2, Step 1
Remme, Raney	CC	Column 1, Step 1
Reyna, Bryan	CC	Column 1, Step 1
Shaw, Floyd	CC	Column 1, Step 1
Shawesh, Sarah	FC	Column 1, Step 1
Sheppard, Charles	FC	Column 3, Step 1
Sifuentes, Michelle	FC	Column 1, Step 1
Sothorn, Jonh	FC	Column 1, Step 1
Spencer, Jack	FC	Column 1, Step 1
Sullivan, Karley	FC	Column 1, Step 1
Sutton, Kaylynn	FC	Column 2, Step 1
Timmons, Nicholas	CC	Column 3, Step 1
Tran, Tam	NOCE	Column 2, Step 1
Valverde, Leonardo	NOCE	Column 2, Step 1
Wang, Lynn	NOCE	Column 2, Step 1
Wilkinson, David	FC	Column 1, Step 1
Yago, Karlsten	NOCE	Column 2, Step 1
Zuluaga, Lorraine	NOCE	Column 2, Step 4

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Barrios, Christina	CC	Column 1, Step 1
Cuara, Teresa	CC	Column 1, Step 1
Gabalton, Nadia	FC	Column 1, Step 2
Killer, Jane	FC	Column 1, Step 1
Robles, Jonathan	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Ajluni, Amber	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Allenegui, Jeanell	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Ashenmiller, Joshua	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Baker, Michael	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Barajas, Olivia	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Burger, Markus	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Clarke, Edward	FC	Banner 9, Student Success Checklist And Degree Works Training Stipend not to exceed \$25.00 Eff. 09/16/2019
Cobler, Tim	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Coronel, Jessica	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Cuevas, Brian	FC	Banner 9, Student Success Checklist And Degree Works Training Stipend not to exceed \$25.00 Eff. 09/16/2019
Eaves, Stephanie	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019

Academic Personnel
September 24, 2019

Edwards, Arnette	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
French, Jim	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Garcia, Jessica	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Gomez, Bruce	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Halverson, Heather	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Hernandez, Adrianna	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Hughes, Deidre	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Hutting, Anthony	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class D Not to exceed 16.5 hours Eff. 07/08/2019-08/12/2019
Ishibashi, Jane	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Kanal, Naveen	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Kelly-Mandich, Linda	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019

Academic Personnel
September 24, 2019

Komimek, Bridget	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Latourelle, Elisa	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Long, Roger	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Mangan, Michael	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
McKennon, Anna	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Middleton, Donna	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Mihaylovich, Kristin	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Mohr, Margaret	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 16.5 hours Eff. 07/08/2019-08/12/2019
Montero, Vanessa	FC	Banner 9, Student Success Checklist And Degree Works Training Stipend not to exceed \$25.00 Eff. 09/16/2019
Nagel, Anastasia	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019

Academic Personnel
September 24, 2019

Nevarez, Rachel	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Nielson, Toni	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Orlijan, Kim	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Perez, Wendy	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Peterson, Queen	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Petrie, Caleb	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Rangel, Jacquelyn	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class D Not to exceed 1 hour Eff. 07/08/2019-08/12/2019
Rodriguez, Daniela	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Rosales, Alexandria	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Rosen, Ellen	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Santana, Citally	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019

Academic Personnel
September 24, 2019

Sapiro, Jacob	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Scott, Ming-Yin	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Seidel, Jay	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Smith, Gary	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Snyder, Pete	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Terrazas, Cassandra	FC	Banner 9, Student Success Checklist And Degree Works Training Stipend not to exceed \$25.00 Eff. 09/16/2019
Tiangco, Jefferson	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Tovar, Ana	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Tuttle, Valerie	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Vincent, Susan	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019
Wilson, Marcus	FC	Guided Pathways Symposium Stipend not to exceed \$200.00 Eff. 08/15/2019

Academic Personnel
September 24, 2019

CORRECTION TO BOARD AGENDA OF SEPTEMBER 10, 2019
CHANGE IN SALARY CLASSIFICATION

Jacobs, Jennifer	CC	Theatre Arts Instructor (ADJ) From: Column 3, Step 1 To: Column 3, Step 2 Eff. 08/26/2019
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 24, 2019 Resolution _____
SUBJECT: Classified Personnel Information _____
Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

4.b.1

Item No.

Classified Personnel
September 24, 2019

RETIREMENT

Corrigan, Melissa	FC	Textbook Buyer 12-month position (100%) Eff. 11/01/2019 PN FCC953
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RESIGNATIONS

Richards, David	CC	Campus Safety Officer 12-month position (100%) Eff. 09/12/2019 PN CCC776
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NEW HIRE

Galaviz, Lino	AC	Manager, Custodial Services 12-month position (100%) Range 6, Column G + 10% Shift Management Salary Schedule Eff. 09/25/2019 PN DEM976
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Mhmoad, Mathear	AC	Building Maintenance Coordinator 12-month position (100%) Range 45, Step D Classified Salary Schedule Eff. 10/09/2019 PN DEC976
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Perret-Martinez, Erika	CC	Special Project Manager, College Foundation and Community Relations Temporary Management Position (100%) Range 2, Special Project Admin Daily Rate Schedule Eff. 09/26/2019 – 06/30/2020 PN CCT999
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PROMOTION

Barnett, Chynna	FC	Library Assistant I 12-month position (100%) PN FCC746 To: Administrative Assistant II 12-month position (100%) Range 36, Step E + PG&D Classified Salary Schedule Eff. 09/25/2019 PN FCC578
Mezzano, Aaron	FC	Administrative Assistant I 12-month position (100%) PN FCC981 To: Administrative Assistant II 12-month position (100%) Range 36, Step A Classified Salary Schedule Eff. 09/25/2019 PN FCC695
Sagal, Caroline	FC	Clerical Assistant II 11.5-month position (100%) PN FCC728 To: Administrative Assistant II 12-month position (100%) Range 36, Step D Classified Salary Schedule Eff. 09/25/2019 PN FCC578

VOLUNTARY CHANGES IN ASSIGNMENT

Haddad, Eileen	CC	Senior Research and Planning Analyst (100%) Temporary Change in Assignment To: Interim Director, Inst. Research and Planning 12-month position (100%) Range 30, Column A + Doctoral Stipend Management Salary Schedule Eff. 10/21/2019 – 06/30/2020
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PROFESSIONAL GROWTH & DEVELOPMENT

Chaudhry, Mohammad	CC	Library Assistant II (100%) 4 th increment (\$400) Eff. 07/01/2020
Diaz, Luis	CC	Grounds Athletic Field Specialist 1 st increment (\$400) Eff. 07/01/2020

LEAVES OF ABSENCE

Abelon, John	FC	Financial Aid Technician (100%) Military Leave with Pay (USERRA) Eff. 09/12/2019 – 09/13/2019
Alvatorre, Ramiro	FC	Financial Aid Technician (100%) Unpaid Personal Leave Eff. 10/04/2019; 11/14/2019 – 11/15/2019
Estudillo, Selene	FC	Administrative Assistant (100%) Unpaid Personal Leave Eff. 11/25/2019 – 11/27/2019; 12/23/2019
Holguin, Rae Lynn	NOCE	Admissions and Records Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 09/09/2019 – 02/02/2020 (Intermittent Leave)
Martinez-Kepford, Rosemary	FC	Financial Aid Technician (100%) Unpaid Personal Leave Eff. 10/31/2019
Otieno, Naomi	NOCE	Administrative Assistant III (100%) Unpaid Personal Leave Eff. 09/17/2019 – 09/27/2019
Peto, Anna Marie	CC	Administrative Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 09/07/2019 – 03/06/2020 (Intermittent Leave)

Classified Personnel
September 24, 2019

Renteria, Magaly	FC	Financial Aid Technician (100%) Unpaid Personal Leave Eff. 09/27/2019; 01/15/2019 – 01/17/2019; 03/12/2019 – 03/13/2019
Skratulia, Heather	FC	Interpreter Coordinator (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/28/2019 – 10/09/2019 (Consecutive Leave)
Tsubaki, Leslie	AC	Executive Assistant III (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 11/04/2019 – 01/31/2020 (Consecutive Leave)

NEW CLASSIFIED JOB DESCRIPTION

Mental Health Clinical Counselor
Range 60
Classified Salary Schedule

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Mental Health Clinical Counselor	Range: 60	Classified Schedule
Date Revised:		Date Approved:	
THIS IS A DESIGNATED CLASSIFIED POSITION SUBJECT TO ONE-YEAR PROBATIONARY PERIOD			

PRIMARY PURPOSE

Under the direction of the Director of Student Health Services, Director Behavioral Health Services, or designee, this position is responsible for providing direct mental health services for students. The Mental Health Clinical Counselor provides crisis intervention, develops, administers, coordinates, evaluates, and promotes mental health and wellness services; may require supervision of employees and/or interns.

ESSENTIAL FUNCTIONS

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

1.	Provide mental health services, including brief individual and group counseling and mental health assessment and referral services to students with a wide range of mental health needs to support their academic success and retention.
2.	Provide triage and crisis intervention to students and individuals in need, and act as a resource to faculty and staff. Provide crisis intervention, evaluation and referral to community resources, as well as collaborates with community psychiatric evaluation teams, as needed.
3.	Follow standard protocols for psychological counseling and adhere to ethical principles as stipulated by the Board of Behavioral Sciences and/or American Psychological Association and in accordance with laws and regulations pertaining to behavioral health care in the State of California.
4.	Assess the mental health needs of students and develop an appropriate plan of brief intervention with the student(s).
5.	Serve as a resource to faculty, staff, and administration on mental health and wellness issues that may influence student behavior, including but not limited to, motivation, learning process issues, serious mental illness, suicide, violence, stalking, and threats towards others, anger management, conflict resolution, and social/communication skills.
6.	Educate students, staff and faculty about the maintenance of mental health and wellness with a focus on stress and anxiety reduction.
7.	Collaborate with the campus community to design innovative programs that promote student mental wellness and support student retention and success. These programs are prevention focused and may include anger management, substance abuse harm reduction, relationship skills development, and suicide prevention.
8.	Ensure students have knowledge of and equal access to campus-based mental health services through a variety of venues, such as student orientation, ongoing outreach, marketing, and small and large group education.
9.	Coordinate and maintain collaborative relationships with local mental health agencies.
10.	Participate in appropriate campus committees and coordinate with other campus committees and groups as needed. Serve as a resource for the campus on issues of mental health and to the applicable committees and/or teams, as needed.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

11.	Maintain currency of knowledge and skills related to the duties and responsibilities.
12.	Participate in federal, state, and local billing/reimbursement programs, as appropriate.
13.	Participate in the development and administration of supplemental grants related to assigned programs.
14.	Review, research, and modify mental health protocols/policies on an annual basis to assure compliance with laws, regulations, and accepted professional standards of practice; gather data to determine campus trends and needs; recommend protocol/policy modifications in response to identified needs.
15.	Participate in the Program Review Process, Student Learning Outcome measures, and other quality improvement projects as assigned. Prepare reports of mental health service activities, utilization statistics, outcome measures, and others as needed.
16.	Monitor and assist in maintaining the print and electronic/online resources used by the applicable Health Center, College website, and social media platforms. Assist in ensuring accuracy of print and online publications related to area of responsibility.
17.	Maintain confidential student information according to FERPA and HIPAA and maintain complete mental health treatment records.
18.	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.
19.	Perform related duties as assigned.

OTHER FUNCTIONS

None

WORKING RELATIONSHIPS

The Mental Health Clinical Counselor maintains frequent contact with students; all members of Health Center staff; college faculty and staff; various college and District personnel; and representatives and service providers from the community and governmental agencies.

EDUCATION AND EXPERIENCE

Minimum Qualifications

Master's degree from an accredited institution in clinical psychology, counseling psychology, social work, marriage and family therapy, or marriage, family and child counseling, or equivalent.

Possess a valid license in the state of California as a Marriage and Family Therapist (LMFT), Licensed Social Worker (LCSW), Licensed Professional Clinical Counselor (LPCC), and/or Licensed Clinical Psychologist.

Meet all California requirements to provide supervision to qualified individuals seeking licensure with California Board of Behavioral Sciences and/or the American Psychological Association.

Two years minimum recent experience as a licensed mental health provider.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

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 working with college students, especially underprepared and at-risk students.

Effective oral and written communication skills, ability to write reports and to use a computer to access information, input student data, and generate reports.

Experience in treating a wide variety of individuals utilizing a brief therapy model.

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

High professional standards and strong interpersonal skills.

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 crisis intervention and demonstrated crisis intervention skills and techniques

Knowledge of guiding principles in mental health services in community college settings

Knowledge of legal and ethical standards of licensed mental health professionals

Knowledge of clinical therapy best practices in the treatment of individuals, couples, and groups, preferably in a community college setting

Knowledge of District organization, operations, policies and objectives

Knowledge of state education code and Title 5 and Title IX requirements

Knowledge of federal and state laws and regulations related to students with disabilities

Knowledge of research project policies, procedures and practices, including data collection and analysis

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

Knowledge of record keeping procedures

Knowledge of budget preparation and maintenance

Knowledge of appropriate software and databases

Ability to interpret, apply and explain rules, regulations, policies and procedures

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

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

Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to work independently with little direction

Ability to understand and follow oral and written directions

Ability to communicate efficiently both orally and in writing

Ability to supervise, train and provide work direction to others

Ability to establish and maintain effective working relationships with others

SPECIAL REQUIREMENTS

Certification to provide supervision to mental health counseling intern – see minimum qualifications.

WORKING CONDITIONS

Office environment; subject to constant interruptions and frequent interaction with others; sitting for long

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

periods at a time (up to 2-3 hours); may require some off-site duties and activities.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 24, 2019 Resolution _____
SUBJECT: Professional Experts Information _____
Enclosure(s) X

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

4.c.1

Item No.

Professional Experts
September 24, 2019

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Alvarez, Raul	CC	Technical Expert II	Foundation Donor Cultivation & Support	26	08/19/2019	11/22/2019
Anderson, Janna	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Awadallah, Raed	CC	Project Expert	College Transition Leader	26	09/09/2019	11/23/2019
Awadallah, Raed	CC	Project Expert	College Transition Leader	26	12/02/2019	12/14/2019
Awadallah, Raed	CC	Project Expert	College Transition Leader	26	01/01/2020	06/30/2020
Bennett, Jessica	NOCE	Technical Expert I	I-BEST Technical Expert	26	08/19/2019	09/04/2019
Billiter, Laura	NOCE	Technical Expert I	I-BEST Technical Expert	26	08/19/2019	09/04/2019
Bonnand, George	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Bonnand, George	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Costello, Jeanne	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Dadson, Guy	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Dadson, Guy	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Dobyns, Sheilah	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Dunsmore, Pamela	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquire Group (FIG)	10	09/02/2019	12/13/2019
Eisner, Doug	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Etcheverry Otero, Maria Laura	FC	Project Expert	Grads To Be Program Assistant	26	09/16/2019	12/20/2019
Fouquette, Danielle	FC	Technical Expert II	Accreditation Writing Lead	40	08/26/2019	01/31/2020
Garcia, Isabella	FC	Project Expert	FC Athletic Life Coach	26	09/11/2019	12/13/2019
Graves, Gary	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Graves, Gary	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Haptonstall, Joelle	NOCE	Project Coordinator	NOCRC DSS Mentorship Project Coordinator	26	08/19/2019	11/22/2019

Professional Experts
September 24, 2019

Hattabaugh, Jon Michael	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Hattabaugh, Jon Michael	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Hill-West, Jami	NOCE	Technical Expert I	IBEST Prep & ECE Curriculum Development & Program Review	26	08/19/2019	09/08/2019
Hock, Richard	CC	Technical Expert II	Perkins Air Conditioning & Refrigeration	5	09/11/2019	06/05/2020
Jepson, Jane	AC	Technical Expert I	Future Instructor Training Program	2	08/21/2019	12/14/2019
Joyce, Hillary	NOCE	Technical Expert I	I-BEST Technical Expert	26	08/19/2019	09/04/2019
Kominek, Bridget	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Lasater, John	CC	Project Expert	Perkins Air Conditioning & Refrigeration	26	09/11/2019	12/13/2019
Lasater, John	CC	Project Expert	Perkins Air Conditioning & Refrigeration	26	01/20/2020	05/22/2020
Levesque, Richard	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Liu, Annie	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Lujan, Emily	CC	Project Expert	CyberPatriot/Dual Enrollment Program Lead	26	09/16/2019	11/22/2019
Lujan, Emily	CC	Project Expert	CyberPatriot/Dual Enrollment Program Lead	26	12/02/2019	12/20/2019
Lujan, Emily	CC	Project Expert	CyberPatriot/Dual Enrollment Program Lead	26	01/02/2020	06/30/2020
Madrigal, Juan	FC	Project Expert	Certified Assistant Athletic Trainer	26	09/16/2019	12/31/2019
Manfredonia, Brandy	CC	Project Expert	Strong Workforce Regional CTE Marketing Project	26	09/11/2019	12/15/2019
Mehta, Jinal	NOCE	Project Coordinator	Student Equity & Achievement Program (SEAP) Evaluation Assistant	26	09/09/2019	11/22/2019
Mehta, Jinal	NOCE	Project Coordinator	Student Equity & Achievement Program (SEAP) Evaluation Assistant	26	01/06/2020	04/03/2020
Mehta, Jinal	NOCE	Project Coordinator	Student Equity & Achievement Program (SEAP) Evaluation Assistant	26	04/13/2020	06/17/2020
Monterone, Andee	FC	Project Expert	Certified Assistant Athletic Trainer	26	09/25/2019	12/31/2019
Nordberg, Colby	FC	Project Manager	Lighting Designer	26	11/04/2019	11/30/2019
Nunez, Flor	FC	Project Expert	CTE Strong Workforce Project	15	09/03/2019	12/20/2019
Olivos Munoz, Tamara	NOCE	Technical Expert I	I-BEST Technical Expert	26	08/19/2019	09/04/2019
Quach, Julia	FC	Project Expert	Lighting Designer Assistant	26	11/04/2019	11/30/2019

Professional Experts
September 24, 2019

Romero Hernandez, Abraham	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Romero Hernandez, Abraham	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Rosen, Ellen	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Sabau, Bianca	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Sallade, Douglas	CC	Technical Expert II	Perkins Air Conditioning & Refrigeration	5	09/16/2019	05/22/2020
Sanabria, Rolando	FC	Project Manager	Educational Partnerships Contract Education/Student Equity	35	07/01/2019	06/30/2020
Sanchez, Adriana	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Scarpa, Daniel	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Schulze, Michael	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019
Sheil, Sean	FC	Technical Expert II	Curriculum Technical Development and Processing	10	08/26/2019	12/14/2019
Sheil, Sean	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/27/2020	05/23/2020
Sherard, Erin	AC	Technical Expert II	How to Conduct Title IX Internal Investigation	3	08/19/2019	08/19/2019
Sousa, Casey	NOCE	Technical Expert I	NOCRC – DSS – ARISE	40	08/19/2019	09/03/2019
Teipe, William	NOCE	Technical Expert I	Curriculum Alignment	26	09/02/2019	09/08/2019
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	09/04/2019	10/20/2019
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	10/28/2019	11/24/2019
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	12/02/2019	12/22/2019
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	01/06/2020	04/12/2020
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	04/20/2020	06/30/2020
Valdovinos, Melisa	FC	Project Expert	Grads To Be Program Assistant	26	09/12/2019	12/20/2019
Vandervort, Kimberly	FC	Project Coordinator	English 101 Community of Practice/Faculty Inquiry Group (FIG)	10	09/02/2019	12/13/2019

Professional Experts
September 24, 2019

NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Nguyen, Vy	Tuition Rate	Fall, Winter, Spring	26
Tran, Leann	Tuition Rate	Fall, Winter, Spring	26
Zawolkow, Esther	Tuition Rate	Summer	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: September 24, 2019
SUBJECT: Hourly Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

4.d.1

Item No.

Hourly Personnel
September 24, 2019

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Carey, Michael	CC	Clerical/Secretarial - Assist with CyberPatriot Program	09/25/19	01/03/20	TE A 1
Chen, Jasper	CC	Clerical/Secretarial - Assist with CyberPatriot Program	09/25/19	01/03/20	TE A 1
Cowan, Steven	FC	Tech/Paraprof - On-call theater crew for campus productions	09/25/19	06/30/20	TE B 3
DeAngelo, Angelica	FC	Tech/Paraprof - Athletic Program Assistant - Softball	10/09/19	12/13/19	TE H 4
DeAngelo, Angelica	FC	Tech/Paraprof - Athletic Program Assistant - Softball	01/02/20	05/01/20	TE H 4
Gallardo, Yasmin	FC	Clerical/Secretarial - Assist Physical Plant	09/25/19	12/20/19	TE A 1
Garcia, Vincent	FC	Tech/Paraprof - On-call theater crew for campus productions	09/25/19	06/30/20	TE B 1
Goodwin, Madisyn	CC	Tech/Paraprof - On-call theater crew for campus productions	09/25/19	06/30/20	TE A 1
Goodwin, Madisyn	CC	Tech/Paraprof - On-call theater crew for rental productions	09/25/19	06/30/20	TE B 1
Hernandez, Randy	CC	Clerical/Secretarial - Assist in EOPS Office	09/25/19	01/03/20	TE B 3
Hernandez, Randy	CC	Clerical/Secretarial - Assist in EOPS Office	03/09/20	06/05/20	TE B 3
LoForte, Brandon	FC	Tech/Paraprof - Athletic Program Assistant - Baseball	09/25/19	12/13/20	TE H 4
LoForte, Brandon	FC	Tech/Paraprof - Athletic Program Assistant - Baseball	01/02/20	05/22/20	TE H 4
Lowthorp, Tanner	CC	Clerical/Secretarial - Assist with CyberPatriot Program	09/25/19	01/03/20	TE A 1
Lung, Marc	CC	Tech/Paraprof - On-call theater crew for campus productions	09/25/19	06/30/20	TE A 1
Lung, Marc	CC	Tech/Paraprof - On-call theater crew for rental productions	09/25/19	06/30/20	TE B 1
Luo, Leon	CC	Clerical/Secretarial - Assist with CyberPatriot Program	09/25/19	01/03/20	TE A 1
Maciag, Andrea	FC	Clerical/Secretarial - Assist the Veteran's Center	09/28/19	12/13/19	TE B 4
Matton, Joseph	NOCE	Clerical/Secretarial - Assist with student paperwork & classroom prep	10/10/19	12/13/19	TEB 1
Menendez, Julius	FC	Tech/Paraprof - Athletic Program Assistant - Women's Basketball	09/25/19	03/20/20	TE H 4
Nguyen, Trang	CC	Direct Instr Support - Assist in Culinary Arts	09/25/19	01/03/20	TE A 2
Nguyen, Trang	CC	Direct Instr Support - Assist in Culinary Arts	03/09/20	06/05/20	TE A 2
Osorio Lozada, Eduardo	CC	Tech/Paraprof - Athletic Program Assistant - Men's Water Polo	09/25/19	12/14/19	TE H 1
Prince, Susan	FC	Tech/Paraprof - Athletic Program Assistant - Swimming	09/25/19	12/13/19	TE H 4
Prince, Susan	FC	Tech/Paraprof - Athletic Program Assistant - Swimming	01/13/20	05/22/20	TE H 4
Ramos, Monika	FC	Tech/Paraprof - On-call theater crew for campus productions	09/25/19	06/30/20	TE A 4

Hourly Personnel
September 24, 2019

Ratib, Mark	CC	Clerical/Secretarial - Assist with CyberPatriot Program	09/25/19	01/03/20	TE A 1
Reyes, Amber	FC	Clerical/Secretarial - Assist with CTE Programs	09/25/19	12/30/20	TE A 3
Schulman, Joel	FC	Tech/Paraprof - On-call theater crew for campus productions	09/25/19	06/30/20	TE B 3
Taplin, Audrey	FC	Clerical/Secretarial - Assist the EOPS Department	09/25/19	01/03/20	TE A 3
Taplin, Audrey	FC	Clerical/Secretarial - Assist the EOPS Department	03/09/20	06/05/20	TE A 3
Taylor-Parker, Kelan	FC	Clerical/Secretarial - Assist Physical Plant	09/25/19	12/20/19	TE B 3
Washington, Tanya	CC	Clerical/Secretarial - Assist with Professional Development	09/11/19	12/11/19	TE B 4
Wunderlich, Christian	FC	Non-Direct Instr Support - Model for Life Drawing art classes	09/25/19	06/30/20	TE F 3

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Capwell, Janelle	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	09/25/19	06/30/20	TE A 2
Murata, Taichi	FC	Direct Instr Support - Tutor for DSS Students	09/25/19	06/30/20	TE B 3

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Perez, Mayra	FC	Clerical/Secretarial - Sub. for vacant Student Services Spec. PN FCC869	09/30/19	12/20/19	TE B 1

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Aguilar, Alan Roy	FC	Full-time Student - Peer Health Educator - Health Care Advocate	09/11/19	06/30/20	TE A 1
Arteaga, Christopher	CC	Work Study Student- Assist at front desk in computer lab	09/25/19	06/30/20	TE A 1
Ayala, Nicky	CC	Full-time Student - Assist in Culinary Arts	09/25/19	05/15/20	TE A 2
Bahana, Ilyne	CC	Work Study Student - Assist in DSS office	09/25/19	06/30/20	TE A 1
Barnes, Kamron	CC	Work Study Student - Assist in Kinesiology and Athletics	09/25/19	06/30/20	TE A 1
Calderon, Daphne	CC	Full-time Student - Assist in ESL with clerical duties	09/09/19	06/30/20	TE A 2

Hourly Personnel
September 24, 2019

Carbajal, Tanya	CC	Work Study Student - Assist in Kinesiology and Athletics	09/25/19	06/30/20	TE A 1
Cho, Victor	CC	Full-time Student - Assist with CyberPatriot Program	09/25/19	06/30/20	TE A 1
Colli, Rhea	FC	Work Study Student - Clerical assistance for the Cadena & Transfer Center	09/25/19	06/30/20	TE A 1
Ferinac, Isabella	CC	Full-time Student - Outreach Student Ambassador	09/25/19	06/30/20	TE A 1
Flores, Rafael	CC	Full-time Student - Athletic Program Assistant - Intercollegiate Sports	09/25/19	03/30/20	TE H 1
Frutos-Toro, Saray	CC	Full-time Student - Outreach Student Ambassador	09/25/19	06/30/20	TE A 1
Guerra, Keven	FC	Full-time Student - Assist Women's Water Polo Assistant Coach	09/25/19	06/30/20	TE H 1
Haidari, Abdul Hamid	FC	Work Study Student - Academic Support Center Ambassador	09/30/19	06/30/20	TE A 1
Hamm, Aidan	FC	Full-time Student - Assist the Foods and Nutrition Lab	10/09/19	06/30/19	TE A 1
Hanson, Michelle	FC	Full-time Student - Assist with the Printing Department	09/25/19	06/30/20	TE B 1
Hawk, Kameron	FC	Work Study Student - Assist Campus Communications	09/25/19	06/30/20	TE A 2
Haywood, Justice	CC	Full-time Student - Outreach Student Ambassador	09/25/19	06/30/20	TE A 1
Herrera, Jasmin	FC	Work Study Student - Assist in the FYSI Department	09/25/19	06/30/20	TE A 4
Johnson, David	CC	Full-time Student - Assist with CyberPatriot Program	09/25/19	06/30/20	TE A 1
Llasca, Christian	CC	Full-time Student - Assist in ESL with clerical duties	09/09/19	06/30/20	TE A 2
Meelar, Abdul	CC	Full-time Student - Assist with video/audio editing in Media and Comm	09/25/19	01/03/20	TE A 1
Melendrez, Tatiana	CC	Full-time Student - Assist in Campus Safety	09/25/19	06/30/20	TE A 4
Monroe, Patrick	CC	Full-time Student - Assist in with intercollegiate sports	09/25/19	03/30/20	TE H 1
Monroe, Patrick	CC	Full-time Student- Athletic Program Assistant - Intercollegiate Sport	09/25/19	06/30/20	TE H 1
Morales, Angelica	FC	Work Study Student - Academic Support Center Ambassador	09/30/19	06/30/20	TE A 1
Moreno, Lillian	CC	Full-time Student - Assist in ESL Learning Center at Anaheim campus	09/09/19	06/30/20	TE A 2
Ochoa, Cesar	CC	Work Study Student - Assist in the Auto Tech department	09/25/19	06/30/20	TE A 1
Oishi, Rita	FC	Full-time Student - Clerical assistance for the Printing department	09/25/19	12/20/19	TE B 3
Powell, Zaylen	FC	Work Study Student - Assist in the Athletic Department	09/25/19	06/30/20	TE A 1
Rodriguez, Arianna	CC	Full-time Student - Outreach Student Ambassador	09/25/19	06/30/20	TE A 1
Rodriguez, Aurora	FC	Work Study Student - Clerical assistance Career Technical Education	09/25/19	06/30/20	TE A 2
Sampat, Disha	CC	Full-time Student - Assist with Dual Enrollment activities	09/25/19	06/30/20	TE A 1
Tran, Minh	CC	Full-time Student - Assist with CyberPatriot Program	09/25/19	06/30/20	TE A 1
Vasquez, Gonzalo	CC	Full-time Student - Assist in ESL Learning Center at Cypress College	09/09/19	06/30/20	TE A 2

Hourly Personnel
September 24, 2019

Venegas, Luis	CC	Full-time Student - Outreach Student Ambassador	09/25/19	06/30/20	TE A 1
Zaragoza, Itzel	FC	Full-time Student - Peer Health Educator - Health Care Advocate	09/11/19	06/30/20	TE A 1
Ziemer, Hannah	CC	Work Study Student - Assist in the Career Center	09/25/19	06/30/20	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: September 24, 2019 Resolution _____
Information _____
SUBJECT: Volunteers Enclosure(s) X

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

Approved for Submittal

4.e.1

Item No.

Volunteer Personnel
September 24, 2019

Name	Site	Program	Begin	End
Vernola, Trevor	FC	Physical Ed. Media Sports Management	10/09/2019	12/13/2019
Cook, Benjamin	FC	Physical Education - Tennis	09/16/2019	06/30/2020
Huusfeldt, Drew	FC	Physical Education - Men's Volleyball	09/16/2019	06/30/2020
Khan, Rabia	FC	Internship - Counseling & Dev	10/09/2019	12/13/2019
Pascua, Raimar	NOCE	DSS - Personal Care Attendant	09/09/2019	06/30/2020
Bravo, Ceclila	FC	Internship - Counseling & Dev	09/25/2019	12/19/2019
Izurieta, Haley	FC	DSS - Personal Services Assistant	08/26/2019	12/13/2019
Garcia, Sarah Mae	CC	Physical Ed. Kinesiology Department	09/25/2019	06/30/2020
Olmos, Linda	CC	Internship - Counseling & Dev	09/11/2019	05/31/2020
Gutierrez, Jose	FC	Internship - Counseling & Dev	09/25/2019	12/04/2019
Zapata, Garbiela	CC	Physical Ed. Kinesiology Department	09/25/2019	06/30/2020
Davenport, Dalton	CC	Physical Ed. Kinesiology Department	09/25/2019	06/30/2020
Gracia, Allison	CC	Physical Ed. Kinesiology Department	09/25/2019	06/30/2020
Miller, Josie	CC	Physical Ed. Kinesiology Department	09/25/2019	06/30/2020
Cruz, Larry	FC	Internship- Humanities & English Dept.	09/25/2019	12/13/2019
Gonzalez, Marissa	CC	Physical Ed. Kinesiology Department	09/25/2019	06/29/2020
Markus, Emily	CC	Fine Arts - Ceramics Department	09/04/2019	12/13/2019
Bowean, Christopher	CC	Fine Arts - Ceramics Department	09/04/2019	12/13/2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action _____
DATE:	September 24, 2019	Resolution _____
SUBJECT:	Future Board Agenda Items	Information <u> X </u>
		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? This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is in accordance with Board Policy 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.