



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

MEETING: Regular Meeting in October 2019

DATE: Tuesday, October 22, 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 Sections 4 & 5**
- e. **Consider Personnel block-vote items indicated by [] in Section 6**
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**
 - g. **Comments:**
 Chancellor's Staff
 Resource Table Personnel
 Members of the Board of Trustees
2. a. **Approval of Minutes of the Regular Meeting of October 8, 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.

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

3. PUBLIC HEARINGS

- a. It is recommended that after the public hearing the Board adopt Resolution No. 19/20-09 to authorize the dedication of an easement to Southern California Edison to provide underground electrical supply systems for charging stations at Fullerton College. **(The Resolution is available for review in the District's Business Office.)**
- b. It is recommended that the Board receive comments from the public on the reopener proposal submitted by the District to Adjunct Faculty United Local 6106 (AFT/AFL/CIO) for 2019-20, and after providing the public with an opportunity to comment, adopt the District's initial proposal.
- c. It is recommended that the Board receive comments from the public on the Fullerton College Sherbeck Field Project Final Environmental Impact Report.

4. FINANCE & FACILITIES

- [a] Authorization is requested for Cypress College to sponsor the food cost for Connect2Cypress on November 5, 2019 at an amount not to exceed \$22,165.
- [b] It is recommended that the individual listed be appointed to serve for a term of two years, and for a maximum of three consecutive terms, without compensation, on the Citizens Oversight Committee for the North Orange County Community College District bond projects.

5. INSTRUCTIONAL RESOURCES

- [a] Authorization is requested to accept the Title V HIS Grant from the Department of Education in the amount of \$2,773,406 to be utilized for enhancing the student experience through Guided Pathways at Cypress College.
- [b] It is recommended that the Board approve the summary of curriculum changes for Cypress College, to be effective Fall 2020.
- c. It is recommended that the Board receive as information the highlights relating to the Cypress College 2019-2020 Professional Development Program.
- d. It is recommended that the Board receive as information the highlights relating to the Fullerton College 2019-2020 Staff Development Program.

- e. It is recommended the Board receive as information the highlights relating to the NOCE 201-2020 Professional Development Program.

6. HUMAN RESOURCES

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

Change in Salary Classification
 Management Professional Growth and Development
 Payment for Independent Learning Contracts
 Leaves of Absence
 Temporary Academic Hourly

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

New Personnel
 Promotion
 Voluntary Changes in Assignment
 Professional Growth & Development
 Stipend for Additional Administrative Duties
 Involuntary Lateral Transfer
 Leaves of Absence

- [c] Request approval of Professional Experts.

- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.

- [e] Request approval of Volunteers.

- f. It is recommended that the amended reopener proposal from Adjunct Faculty United Local 6106 (AFT/AFL/CIO) to the District be received and that a public hearing on the proposal be set for November 12, 2019.

- g. It is recommended that the initial proposal for a successor agreement between United Faculty (CCA/CTA/NEA) to the District for 2019-20 be received and that a public hearing on the proposal be set for November 12, 2019.

- h. It is recommended that the initial proposal for a successor agreement between the District to United Faculty (CCA/CTA/NEA) for 2019-20 be received and that a public hearing on the proposal be set for November 12, 2019.

7. GENERAL

- a. It is recommended that the Board adopt Resolution No. 19/20-08 to declare that the week of November 11-15, 2019 be observed as Veterans Appreciation Week.
- b. It is recommended that the Board approve the Statement of Legislative Principles for 2019-20, and empower the Chancellor of the North Orange County Community College District to advocate for the District on behalf of the Board.

- c. It is recommended that the Board adopt the proposed, revised Board Policies in Chapters 2 and 3.
- d. 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:	October 22, 2019	Resolution	<u> X </u>
SUBJECT:	Conduct a Public Hearing and Consider the Resolution Authorizing the Dedication of an Easement to Southern California Edison to Provide Underground Electrical Supply Systems for Charging Stations at Fullerton College	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND: On July 23, 2019, the Board approved the purchase and installation of an additional 44 vehicle charging stations at Fullerton College. As part of the process, Southern California Edison Company (“SCE”) requires an easement (the “Easement”) to construct, operate and maintain overhead and underground electrical supply systems and internal communication systems for the purpose of providing electrical power to the vehicle charging stations.

The District has the authority to grant easements pursuant to Education Code Section 81310 *et seq.* Before granting an easement under this process, the Board must first adopt a “Resolution of Intent” declaring its intention to consider the conveyance of the easement. On October 8, 2019, the Board adopted a Resolution of Intent for the Easement. As required by Education Code section 81311, the Resolution of Intent scheduled a public hearing on October 22, 2019 to grant the public the opportunity to comment on the proposed conveyance. The District provided public notice of the hearing by posting of the Resolution of Intent at three public places starting on October 11, 2019 and publishing notice of the hearing in the Orange County Register on October 18, 2019 as required by Education Code section 81312.

After holding the public hearing, the Board may, unless it receives a written protest signed by at least 10 percent of the District’s qualified electorate, adopt a resolution conveying the requested Easement.

Pursuant to Education Code section 81313 and the Resolution of Intent, the District will conduct a public hearing to consider public comments regarding the Easement. The District will then consider adopting the resolution authorizing the execution of Easement.

The Resolution currently before the Board formally approves the Easement and authorizes its execution on behalf of the District, as set forth in Education Code section 81313. This Resolution must be approved by a vote of at least two-thirds of all the members of the Board.

This item was submitted by Fred Williams, Vice Chancellor, Finance and Facilities.

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: None

RECOMMENDATION: It is recommended that the Board conduct a public hearing regarding the Easement and, unless the District receives a written protest signed by at least 10 percent of the District's qualified electorate, adopt Resolution No. 19/20-09 to authorizing the Easement.

Fred Williams

Recommended by

Approved for Submittal

3.a.2

Item No.

**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AUTHORIZING THE DEDICATION OF AN EASEMENT TO SOUTHERN CALIFORNIA
EDISON TO PROVIDE UNDERGROUND ELECTRICAL SUPPLY SYSTEMS FOR
CHARGING STATIONS AT FULLERTON COLLEGE**



RESOLUTION NO. 19/20-09

WHEREAS, Southern California Edison Company (“SCE”) requires an easement (“Easement”) to construct, operate and maintain overhead and underground electrical supply systems and internal communication systems for the purpose of providing electrical power to vehicle charging stations located on real property (“Property”) owned and operated by North Orange County Community College District (“District”);

WHEREAS, a description of the Property and the Easement is attached hereto as Exhibit “A” and incorporated herein;

WHEREAS, pursuant to Education Code section 81310, the governing board of a community college district may dedicate or convey to any public corporation, or private corporation engaged in the public utility business, without a vote of the electors of the district first being taken, an easement to lay, construct, reconstruct, maintain, and operate water, sewer, gas, or storm drain pipes or ditches, electric or telephone lines, and access roads used in connection therewith, over and upon any land belonging to the community college district, upon such terms and conditions as the parties thereto may agree;

WHEREAS, the District desires to provide the Easement to SCE to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time overhead and underground electrical supply systems and internal communication systems for the purpose of providing electrical power to vehicle charging stations located on the Property;

WHEREAS, pursuant to Education Code section 81311, on October 8, 2019, the District’s governing board (“Board”), in a regular open meeting, by a two-thirds vote of all its members adopted Resolution No. 19/20-07 (the “Resolution of Intent”) declaring its intention to dedicate the Easement;

WHEREAS, in accordance with Education Code section 81311 and the Resolution of Intent, the District’s Board fixed October 22, 2019, for a public hearing (“Public Hearing”) upon the question of making the dedication of the Easement to SCE;

WHEREAS, pursuant to Education Code section 81312, the District posted copies of the Resolution of Intent in three public places in the District not less than ten (10) days before the Public Hearing, and published notice not less than five days before the Public Hearing, in a local newspaper;

WHEREAS, pursuant to Education Code section 81313, on October 22, 2019, at a regular meeting of the District's Board, the District held a Public Hearing upon the question of making the dedication of the Easement to SCE; and

WHEREAS, no petition pursuant to Education Code section 81314 has been filed with the District's Board.

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

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

Section 2. That the District's governing board authorizes and directs the President of the Board to execute the Easement and take whatever action is necessary to complete the dedication of the Easement to SCE.

Section 3. That the District's Board hereby determines that the District is in compliance with all relevant sections of the Education Code and all other applicable laws.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 22nd day of October, 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 22nd day of October, 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 22nd day of October, 2019.

Clerk of Governing Board
North Orange County Community College District

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: October 22, 2019 Information _____
Enclosure(s) X
SUBJECT: District Reopeners to Adjunct Faculty United
Local 6106 (AFT/AFL/CIO) for 2019-2020

BACKGROUND: Pursuant to the provisions of Article 1, Section 1.2.1 of the collective bargaining agreement between Adjunct Faculty United and the District, either party shall have the right to reopen the Agreement in the 2019-2020 Academic Year regarding non-economic issues limited to up to two articles each. The District has submitted the attached reopeners.

How does this relate to the five District Strategic Directions? 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 relates to Board and Administrative Procedure 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive comments from the public on the attached reopener proposal from the District to Adjunct Faculty United Local 6106 (AFT/AFL/CIO) for 2019-2020 and after providing the public with the opportunity to comment, adopt the District's initial proposal.

Irma Ramos

Recommended by

Approved for Submittal

3.b.1

Item No.

**North Orange County Community College District
Office of Human Resources**

INTRADISTRICT CORRESPONDENCE

To: Kent Stevenson, Adjunct Faculty United President
From: Irma Ramos, Vice Chancellor, Human Resources *IRamos*
Date: September 26, 2019
Subject: 2019-2020 Contract Reopeners

Pursuant to the provisions of Article 1, Section 1.2.1 of the collective bargaining agreement between Adjunct Faculty United and the District, either party shall have the right to reopen the Agreement in the 2019-2020 Academic Year regarding non-economic issues limited to up to two articles each.

The District proposes the following reopeners for the 2019-2020 fiscal year:

Article 9 – Evaluation

Modify language to address adjunct faculty participation in Student Learning Outcomes.

Article 13 – Office Hours

Modify language to address how office hours are scheduled.

The District reserves the right to make proposals concerning other articles and issues as it deems necessary and appropriate. Additional subjects of meeting and negotiating arising after the presentation of this initial proposal shall be made public within 24 hours pursuant to Government Code section 3547(d).

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	October 22, 2019	Information	_____ X _____
		Enclosure(s)	_____
SUBJECT:	Fullerton College Sherbeck Field Project Final Environmental Impact Report (FEIR)		

BACKGROUND: Beginning in 2011 with major revisions in 2016, Fullerton College and the NOCCCD developed a Facilities Master Plan to identify needed facilities including construction of new buildings and renovation of existing buildings. The Master Plan identified additional needed facilities as well as the renovation of some existing buildings.

Adoption of the Fullerton College Master Plan Projects was completed December 12, 2017 consistent with the provisions of the California Environmental Quality Act (CEQA), Public Resources Code 21000 et seq. and the State CEQA Guidelines, Title 14, California Code of Regulations, Section 15000, et seq.

In order to expedite the campus plan and more adequately address public comment, one component of the campus master plan, the Sherbeck Field project, was removed to be analyzed independently in its own Environmental Impact Report (EIR). The Board approved entering into a consultant agreement with Dudek to provide environmental planning and consulting services for Sherbeck Field on June 13, 2017.

Pursuant to the provision of CEQA and CEQA Guidelines, a draft Program Environmental Impact Report (PEIR) and a Final Environmental Impact Report (FEIR) were prepared and completed for the Fullerton College Sherbeck Field Project. In accordance with CEQA guidelines, the District publicly posted the Final EIR 10 days prior to the public hearing, provided response to comments from public agencies including City of La Habra, CalTrans, and the City of Fullerton, and provided standard notification for the public hearing.

The Final EIR identifies potentially significant effects that could result from the project. The inclusion of certain mitigation measures as part of the approval of the proposed project will reduce most, but not all, of those effects to less-than-significant levels. Any impacts that are not reduced to less-than-significant levels may be identified and overridden due to specific proposed project benefits.

These benefits include:

- Provides a facility for the Fullerton College football program at Fullerton College that meets the college field and goalpost sizing requirements of the California Community College Athletic Association Regulations, Bylaw 4.6A.
- Provides a facility for the Fullerton College football program for full-season play so that the college does not have to request waivers from the Southern California Football Association.

- Provides an on-campus facility with field lighting to allow for more evening class options for the physical education program to meet student demand, and to allow for evening soccer games and occasional evening football games.
- Provides a facility with permanent bleachers so that Fullerton College can host regular season and playoff games at the college.
- Provides a facility so that Fullerton College can reduce the costs associated with renting bleachers for the annual Fullerton College commencement ceremony.
- Provides a facility for the Fullerton College football program that includes a press box, which is required for football games in order to house football coaching staff, media, and statisticians.
- Provides a facility to address the inadequacy of the current storage of football equipment and track and field equipment at the field house.

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for this project, if approved, would come from Capital Outlay funds.

RECOMMENDATION: It is recommended that the Board receive comments from the public on the Fullerton College Sherbeck Field Project Final Environmental Impact Report.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: October 22, 2019 Information _____
Enclosure(s) _____
SUBJECT: Cypress College Student Support Services
Connect2Cypress Featuring
Majors2Careers

BACKGROUND: Cypress College is sponsoring the College’s Second Annual Connect2Cypress Featuring Majors2Careers on November 5, 2019. Connect2Cypress Featuring Majors2Careers benefits both prospective and current students and serves as a starting point for prospective students as they prepare their pathway to Cypress College. Approximately 800 high school students will be bussed to the campus for the event, to engage with campus partners while learning about what Cypress College offers. Current students also participate in the Majors2Careers portion of the event where students learn more about their career interests, programs of study offered at Cypress College through the Majors Communities Resource Fair, and campus resources available.

The catering budget for the Connect2Cypress event will be used for food for prospective students, current students, and campus partners. Funding for this portion of the event will come from Guided Pathways funds and will total \$22,165. Last year's inaugural Connect2Cypress event utilized the same vendor (The Habit food truck) as this year and the funding sources were the same.

This agenda item was submitted by Dr. Richard Rams, Dean of Student Support Services.

How does this relate to the five District Strategic Directions? This item relates to District-wide Strategic Direction 5: The District will develop and sustain collaborative projects and partnerships with the community’s educational institutions, civic organizations, and businesses; specifically District Objective 5.1: NOCCCD will establish and expand partnerships with local educational institutions.

How does this relate to Board Policy: This item relates is submitted in accordance with Board Policy and Administrative Procedure 6100, Delegation of Authority, Business, and Fiscal Affairs.

FUNDING SOURCE AND FINANCIAL IMPACT: The funding source is provided from Guided Pathways funds and will not exceed \$22,165.

RECOMMENDATION: Authorization is requested for Cypress College to sponsor the food cost for Connect2Cypress for approximately 2,100 persons on Tuesday, November 5, 2019, and to pay related costs not to exceed \$22,165.

Fred Williams

4.a

Recommended by

Approved for Submittal

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 22, 2019 Resolution
Information
Enclosure(s)
SUBJECT: Appointment of Representative to the
Citizens' Oversight Committee

BACKGROUND: Assembly Bill 1908 specifies procedures for appointing a Citizens' Oversight Committee which is responsible for informing the public concerning the expenditure of bond proceeds and actively reviewing and reporting on the proper expenditure of taxpayers' money for school construction.

As of August 2019, one member of the District's Citizens' Oversight Committee representing the Student Organization category has either resigned or completed service on the committee. The individual identified below has expressed interest in serving on the committee.

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 6740, Citizens' Oversight Committee.

FUNDING SOURCE AND FINANCIAL IMPACT: No financial impact. All positions on the Citizens' Oversight Committee are voluntary.

RECOMMENDATION: It is recommended that the Board consider appointment of one individual for the Student Representative category to serve for a term of two years, beginning September 2019, and for a maximum of two consecutive terms, without compensation, on the Citizens' Oversight Committee for the North Orange County Community College District bond projects.

Individual
Selena Cruz

Category
Fullerton College Student

Fred Williams

Recommended by

Approved for Submittal

4.b

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	October 22, 2019	Resolution	X
SUBJECT:	Hispanic Serving Institution (HSI) Title V Grant to Cypress College	Information	
		Enclosure(s)	X

BACKGROUND: Cypress College is pleased to report the award of a Department of Education Title V grant in the amount \$2,773,406 for a five-year period from October 2019 to September 2024, to expand the Cypress College’s Guided Pathways implementation. The grant titled “*Enhancing the Student Experience Through Guided Pathways*” is to assist Cypress College transform its operations and ability to serve students by fully implementing an updated Completion by Design through Guided Pathways model. The project’s three components -- with five distinct strategies -- will address the current challenges that contribute to the time to completion and persistence on the path to completion. These strategies are organized around the Guided Pathways pillars to follow best practices established by leading community colleges.

Component One refers to Pillars 1: *Clarify the Path* and 2: *Enter the Path* and includes strategies to expand pre-college services, educational and financial planning, and career counseling for students undecided or undeclared during their first year of college. Component Two refers to Pillars 1: *Clarify the Path* and 3: *Stay on the Path*, which Cypress College will tackle through academic mapping and building completion teams to help students achieve milestones such as 15 semester or 30 annual units, and to complete transfer-level math and English within their first year. Component Three refers to Pillars 3: *Stay on the Path* and 4: *Ensure Students are Learning*. The component will integrate professional development into each academic community by utilizing faculty data coaches and faculty peer coaches to help full and part-time faculty address, develop, and implement strategies to reduce achievement gaps for minority and low-income students.

This item was submitted by JoAnna Schilling, President, Cypress College

How does this relate to the five District Strategic Directions? The project specifically supports the District’s Strategic Directions #1, #2, and #5. Cypress College will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements and courses. The college will annually make progress toward eliminating the documented achievement gap among all race/ethnicity groups, but especially our Hispanic students.

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: All funding will be received from the Title V HSI Grant following Board approval and will be spent on completion improvements for all programs at the college programs by September 30, 2024.

RECOMMENDATION: Authorization is requested to accept the Title V HSI Grant from the Department of Education in the amount of \$2,773,406 to be utilized for enhancing the student experience through Guided Pathways at Cypress College. It is also requested that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cherry Li-Bugg
Recommended by

Approved for Submittal

5.a.2
Item No.

Cypress College
CC Title V HSI Grant - Promise Career Pathways

Budget - Year 1
October 1, 2019 - September 30, 2020

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>				<u>PROPOSED BUDGET</u>
20000 Classified & Other Non-Academic Salaries					
Noninstructional Salaries, Other	16641	xxxx	21510	xxxx	\$ 390,154
30000 Employee Benefits					
Employee Benefits	16641	xxxx	30000	xxxx	\$ 95,297
40000 Supplies & Materials					
Supplies & Materials	16641	xxxx	40000	xxxx	\$ 25,000
50000 Other Operating Expenses & Services					
Personal & Consultant Services	16641	xxxx	51900	xxxx	\$ 10,000
50000 Other Operating Expenses & Services					
Travel & Conference - Employees	16641	xxxx	52415	xxxx	\$ 4,000
60000 Capital Outlay					
Equipment	16641	xxxx	64000	xxxx	\$ 4,000
			Total Expenses		\$ 528,451
80000 Revenue					
	16641	xxxx	81900	xxxx	\$ 528,451
			Total Revenues		\$ 528,451

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
		Resolution	<u> </u>
DATE:	October 22, 2019	Information	<u> </u>
		Enclosure(s)	<u> X </u>
SUBJECT:	Cypress College Curriculum Matters		

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

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Campus General Fund

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum changes for Cypress College, to be effective Fall 2020. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg

Recommended by

Approved for Submittal

5.b.1

Item No.

CYPRESS COLLEGE CURRICULUM

Board Agenda October 22, 2019

(DCCC approved May 7 and May 14, 2019)

DELETE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
MGT 085 C	2020 Fall	course no longer offered
MGT 086 C	2020 Fall	course no longer offered
MGT 087 C	2020 Fall	course no longer offered
MGT 088 C	2020 Fall	course no longer offered
MGT 089 C	2020 Fall	course no longer offered
MKT 086 C	2020 Fall	course no longer offered
MKT 087 C	2020 Fall	course no longer offered
MKT 088 C	2020 Fall	course no longer offered
MKT 089 C	2020 Fall	course no longer offered
MKT 090 C	2020 Fall	course no longer offered
MKT 091 C	2020 Fall	course no longer offered
MKT 092 C	2020 Fall	course no longer offered
MKT 093 C	2020 Fall	course no longer offered
MKT 094 C	2020 Fall	course no longer offered
MKT 095 C	2020 Fall	course no longer offered
MKT 096 C	2020 Fall	course no longer offered
MKT 097 C	2020 Fall	course no longer offered
MKT 098 C	2020 Fall	course no longer offered

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HIST 112 C World Civilizations I Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Advisory revalidated * Textbook Update * Student Learning Outcomes * Removing Distance Education	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.
HIST 112HC Honors World Civilizations I Units: 3 Lecture: 3 Laboratory: 0	* Advisory revalidated * Textbook Update * Student Learning Outcomes * Removing Distance Education	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honor course to allow for in-depth class discussion and student presentations.	2020 Fall	Program Review Textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HIST 113 C World Civilizations II Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Advisory revalidated * Textbook Update * Student Learning Outcomes * Removing Distance Education	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.
HIST 113HC Honors World Civilizations II Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Advisory revalidated * Textbook Update * Student Learning Outcomes * Removing Distance Education	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honor course to allow for in-depth class discussion and student presentations.	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.
HIST 163 C History of Mexico Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Schedule Description Update * Advisory revalidated * Textbook Update * Student Learning Outcomes	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline, schedule and textbooks updated to better reflect course content.
HIST 170 C History of the United States I Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.
HIST 170HC Honors History of the United States I Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Advisory revalidated * Textbook Update	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honor course to allow for in-depth class discussion and student presentations.	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.
HIST 171 C History of the United States II Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HIST 171HC Honors History of the United States II Units: 3 Lecture: 3 Laboratory: 0	* Advisory revalidated * Textbook Update	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honor course to allow for in-depth class discussion and student presentations.	2020 Fall	Program Review Textbooks updated to better reflect course content.
HIST 190 C History of the Americas I Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
HIST 191 C History of the Americas II Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
HIST 270 C Women in United States History Units: 3 Lecture: 3 Laboratory: 0	* Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Textbooks updated to better reflect course content.
HIST 275 C History of California Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.
HIST 295 C Research Methods- Oral History Units: 2 Lecture: 1 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Class size from 1 to 20 * Student Learning Outcomes	20	Independent study class size vary each semester depending on number of students needing the knowledge for special techniques for tape recorded interviews.	2020 Fall	Program Review Outline, catalog and schedule updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HUSR 224 C Self-Esteem Strategies Units: 3 Lecture: 3 Laboratory: 0	* Outline Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline updated to better reflect course content.
HUSR 242 C Drugs and Physiology Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Schedule Description Update * Student Learning Outcomes	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline and schedule updated to better reflect course content.
HUSR 281 C Prevention Strategies Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update * Student Learning Outcomes	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
MGT 055 C Business English Units: 3 Lecture: 3 Laboratory: 0	* Add Distance Education & Hybrid * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
MGT 101 C Personal Finance Units: 3 Lecture: 3 Laboratory: 0	* Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content.
MGT 102 C Financial Literacy Units: 3 Lecture: 3 Laboratory: 0	* Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MGT 111 C Business Communications Units: 3 Lecture: 3 Laboratory: 0	* Prerequisite revalidated * Add Distance Education & Hybrid * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
MGT 143 C Introduction to Legal Research Units: 1 Lecture: 1 Laboratory: 0	* Add Distance Education & Hybrid * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
MGT 151 C Business Mathematics Units: 3 Lecture: 3 Laboratory: 0	* Add Distance Education & Hybrid * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
MGT 261 C Small Business Management Units: 3 Lecture: 3 Laboratory: 0	* Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MGT 265 C Social Responsibility of Business Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Outline and textbooks updated to better reflect course content.
MGT 266 C Human Relations in Business Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
MGT 267 C Principles of Supervision Units: 3 Lecture: 3 Laboratory: 0	* Schedule Description Update * Add Distance Education & Hybrid	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Schedule updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
MGT 268 C Human Resources Management Units: 3 Lecture: 3 Laboratory: 0	* Add Distance Education & Hybrid * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Textbooks updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MKT 103 C Principles of Advertising Units: 3 Lecture: 3 Laboratory: 0	* Outline Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Outline updated to better reflect course content.
MKT 105 C Principles of Retailing Units: 3 Lecture: 3 Laboratory: 0	* Outline Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Outline updated to better reflect course content.
MKT 201 C Small Business Promotion Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
MKT 205 C Multicultural Markets in U.S. Units: 3 Lecture: 3 Laboratory: 0	* Outline Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Outline updated to better reflect course content.
MKT 208 C Principles of Selling Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Catalog, schedule and textbooks updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MKT 210 C Consumer Behavior Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Program Review	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline updated to better reflect course content.
MKT 222 C Principles of Marketing Units: 3 Lecture: 3 Laboratory: 0	* Program Review	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review
MKT 224 C International Marketing Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
PHIL 135 C Social and Political Philosophy Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update * Student Learning Outcomes	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Outline, catalog, schedule and textbooks updated to better reflect course content.
PHIL 172 C Critical Thinking and Writing Units: 3 Lecture: 3 Laboratory: 0	* Prerequisite revalidated * Textbook Update	27	Extensive Writing: Evaluation mostly through writing assignments with a minimum of 6000 to 8000 words.	2020 Fall	Program Review Textbooks updated to better reflect course content.
SOC 102 C Social Problems Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning	2020 Fall	Program Review Catalog and textbooks updated to better reflect course content.

DELETE DEGREES/CERTIFICATES

DEGREE			EFF DATE	JUSTIFICATION																																										
Management	<p>CALL CENTER OPERATIONS CERTIFICATE</p> <p>Required courses are listed in suggested sequence:</p> <table border="1" data-bbox="349 331 1055 928"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>MGT111 C</td> <td>Business Communications</td> <td align="center">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>MGT211 C</td> <td>Writing for Business</td> <td align="center">3</td> </tr> <tr> <td>MGT266 C</td> <td>Human Relations in Business</td> <td align="center">3</td> </tr> <tr> <td>MGT151 C</td> <td>Business Mathematics</td> <td align="center">3</td> </tr> <tr> <td>CIS111 C</td> <td>Computer Information Systems</td> <td align="center">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>CIS116 C</td> <td>MS Outlook/Office Procedures</td> <td align="center">3</td> </tr> <tr> <td></td> <td>Select one course from the following:</td> <td align="center">Units</td> </tr> <tr> <td>MGT 240 C</td> <td>Legal Environment of Business</td> <td align="center">3</td> </tr> <tr> <td></td> <td align="center">or</td> <td></td> </tr> <tr> <td>HS 145 C</td> <td>Survey Of Medical Terminology</td> <td align="center">3</td> </tr> <tr> <td colspan="2">Total Units</td> <td align="center">15</td> </tr> </tbody> </table>				Units	MGT111 C	Business Communications	3		or		MGT211 C	Writing for Business	3	MGT266 C	Human Relations in Business	3	MGT151 C	Business Mathematics	3	CIS111 C	Computer Information Systems	3		or		CIS116 C	MS Outlook/Office Procedures	3		Select one course from the following:	Units	MGT 240 C	Legal Environment of Business	3		or		HS 145 C	Survey Of Medical Terminology	3	Total Units		15	2020 Fall	Program no longer offered
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DELETE DEGREES/CERTIFICATES				
DEGREE		EFF DATE	JUSTIFICATION	
Marketing	PROFESSIONAL MARKETING CERTIFICATE		2020 Fall Program no longer offered, courses being deactivated	
	Required courses are listed in suggested sequence:			
				Units
	MKT090 C	Marketing Essentials		1
	MKT091 C	Advertising and Public Relations		1
	MKT092 C	Personal Selling		1
	MKT093 C	Target Marketing		0.5
	MKT094 C	Buyer Behavior		0.5
	MKT095 C	Market Distribution Systems		0.5
	MKT096 C	Sales Promotion Techniques		0.5
	MKT097 C	Customer Relations		0.5
	MKT098 C	International Marketing - Small Business		0.5
	MKT086 C	Sales Prospecting		0.5
	MKT087 C	Sales Presentations		0.5
	MKT088 C	Handling Sales Objections		0.5
	MKT089 C	Making the Sale		0.5
	MGT085 C	Business Planning		1
	MGT161 C	Introduction to Business		3
		Total Units		12
Marketing	PROFESSIONAL SELLING CERTIFICATE		2020 Fall Program no longer offered, courses being deactivated	
	Required courses are listed in suggested sequence:			
				Units
	MKT090 C	Marketing Essentials		1
	MKT092 C	Personal Selling		1
	MKT093 C	Target Marketing		0.5
	MKT094 C	Buyer Behavior		0.5
	MKT086 C	Sales Prospecting		0.5
	MKT087 C	Sales Presentations		0.5
	MKT088 C	Handling Sales Objections		0.5
	MKT089 C	Making the Sale		0.5
	MKT096 C	Sales Promotion Techniques		0.5
	MKT097 C	Customer Relations		0.5
		Total Units		6

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	October 22, 2019	Resolution	_____
SUBJECT:	Cypress College 2019-2020 Professional Development Program	Information	_____ X _____
		Enclosure(s)	_____

BACKGROUND: The mission of the Professional Development Committee (formerly Staff Development Committee) remains focused on the planning and implementation of professional development activities for all College employees. Flex activities were reintroduced beginning Fall 2019, and presently, faculty and staff are encouraged to attend the offered educational and equity opportunities. Cypress College remains supportive in making professional development a shared effort involving all employees, as a faculty and staff-driven process, where managers are included in the formation and promotion of professional development opportunities. It remains the intent of the multi-disciplinary Committee to work toward the goals of the College's Educational Master Plan, and promote and enhance our learning community in a collegial manner. The intention to expand and improve professional development opportunities collegially is also apparent in the District's progress toward a more cohesive District Professional Development Plan.

Flex Day Program

Fall: Focused on Value of Student Voices and Community Building Through Equity-Minded Practices

- Key Note Session
 - Speaker: Kane Smego "Stories for Change"
- Professional Development planned breakout sessions
 - "YouThink Curriculum" Presented by Kane Smego
 - "Human Trafficking Awareness: Know the Signs" Presented by Sherry Ward
 - ChAT Team: "Is Your Student Next? How to Identify & Help Students in Distress" Presented by Celeste Phelps, Nicola Perry, and Marla McBride
 - "What's Up With Canvas?" Presented by Kathleen McAlister & Terry Gleason
- Professional Development Committee approved department and division activities Spring: Focus on Value of Student Voices and Community Building Through Equity-Minded Practices
- Key Note Session
 - Ken Nwadike, Tim Wise & Cheryl Matias Panel discussion
 - Student Panel (facilitated by Ken Nwadike)
- Professional Development Planned breakout sessions
 - Ken Nwadike: "The Importance of Human Interaction" Focus on engaging students and colleagues in conversations of understanding and

- compassion amidst the rising tide of hatred and racism
- Tim Wise: “White Like Me: Reflections on Race from a Privileged Son”
- Cheryl Matias: “White Emotionality” Promote racial justice in education, society, and the individual

Ongoing Trainings/ Academies

- New Faculty Seminar
- Equity Practitioner Certificate Program
- Teaching and Supporting Men of Color Online Training Program
- Healing To Lead Program: Personal Equity and Leadership Development Series
- Dual Enrollment Training Series: “Building Community Through Equity-Minded Practices”

Workshops

- Lift Up: Working With Previously Incarcerated Students
- District-Wide Equity Collaborative
- Growth Mindset Workshop Series
- Equity Symposium
- “A Peace of Mind” John Noltner
- “White Like Me” by Tim Wise: Movie screening/book club
- Dr. Veronica Keiffer-Lewis: “Healing To Lead” brown bag discussion (all faculty)
- Equity Walk
- Crucial Conversations Workshop Series
- “White Fragility” Book Club

Orientations/Trainings

- New Adjunct Workshop
- Canvas
- Microsoft Training
- Banner
- Cornerstone Training

Conference Attendance

- The Professional Development Committee continues to support opportunities to improve student learning and teaching strategies.
- The Professional Development Committee continues to ensure that available resources are allocated effectively to support ongoing educational opportunities and job training or retraining to the campus community.
 - Professional Development Committee sponsored 30 faculty members to attend the Distance Education Online Teacher Training Conference June 2019.
 - Professional Development Committee sponsored 8 faculty, 2 managers and 1 classified employee to attend the National Conference on Race and Ethnicity (NCORE) 2019. Another team will be sent in 2020.
 - Professional Development Committee sponsored 4 faculty members to attend Center For Urban Education Conference: Equity Minded Teaching Institute in August 2019

- Professional Development will sponsor 5 Faculty Members to attend the 3CSN Conference: Finding Our Way To Equity: Facilitating Embodied Action For Social Justice 2019-2020.

This item was prepared by Michael Brydges and Ruth Gutierrez, Professional Development Coordinators.

How does this relate to the five District Strategic Directions? This item relates to District- wide Strategic Direction 1: *The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.* When educators are provided with meaningful and sustained opportunities for professional learning, they transform their practice and identities as educators, which contributes to a more powerful learning environment across campus, in classrooms, support centers, and the offices that support the work of the college. Clearly the goals of the Professional Development program directly relate to District Objective 1.1: *NOCCCD will provide professional development and training on factors that impact student success.* If we provide transformational learning experiences focused on best practices for educators and encourage everyone at the college to consider the ways in which professional improvement contributes to the development of a true learning institution, then we will all be aware of the factors that impact student success and empowered to incorporate them into our everyday interactions with each other and the students we serve.

How does this relate to Board Policy: BP 7160 Professional Development. Cypress College Professional Development provides support for stakeholders by *providing educational opportunities, attendance at conferences, and professional memberships.* It is consistent with the institutional mission based on identified needs.

FUNDING SOURCE AND FINANCIAL IMPACT: The funding source for the Professional Development Program is \$85,000 from One-time College funds.

RECOMMENDATION: It is recommended that the Board receive as information the above highlights relating to the Cypress College 2019-2020 Professional Development Program. The program's expenditures are estimated to include, but are not limited to:

- \$50,000 for conferences, workshops and on-campus speakers and presentations
- \$ 7,000 for Adjunct Orientation, New Faculty Seminar, and other on-campus events
- \$19,000 for Professional Expert Pay for Coordinator(s)
- \$3,000 for supplies
- \$6,000 for Clerical support (2 thirteen week Adult Hourly)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action _____
Resolution _____
DATE: October 22, 2019 Information X
Enclosure(s) _____
SUBJECT: Fullerton College
2019-2020 Staff Development Program

BACKGROUND: The Staff Development Committee at Fullerton College supports the campus vision to transform lives and inspire positive change by providing powerful learning for our educators, so they can transform and help support our students' success. The committee believes that the college can best realize this vision and optimize equity and student success when it supports professional development for all members of the campus community to create a genuine learning institution of committed educators.

The Office of Staff Development in collaboration with the Staff Development Committee has planned events and activities for the 2019-2020 academic year that are consistent with statewide staff development guidelines, the District-wide Strategic Directions, Fullerton College goals, and accreditation standards. The planned offerings are designed to be opportunities for sustained and ongoing learning, with an emphasis on collaborative learning, rather than simply a collection of "once and done" workshops. These include:

Flex Day Programs

Fall: Pathways-focused program including:

- Keynote Session
 - College completion data presentation (Pathways Steering Committee Faculty Co-Chair and Office of Institutional Effectiveness Director)
 - Student Panel
 - Keynote: Dr. Cynthia Olivo, VP of Student Services, Pasadena City College
- Staff Development-planned breakout sessions related to Guided Pathways
- SD Committee-approved department and division activities

Spring: Culturally Responsive Practices Training

- Division-specific programs led by teams trained in the fall
- Faculty Senate voted that all faculty would participate

Ongoing Academies

- Online Teaching Certificate (OTC)
- Adjunct Academy
 - Part I – Serving disproportionately-impacted student populations
 - Part II – Becoming an equity-minded educator
 - Part III – Intentional teaching approaches for equitable outcomes
- New Faculty Seminar
- Teaching and Learning Certificate (TLC)

Monthly Professional Learning Mini Conference Themes

- Pathways/Faculty Mentoring/High Impact Practices
- Trauma-Informed Practices
- Cultural Responsiveness/Equity
- Habits of Mind – Mindful Growth
- Instructional Technology
- Student Success Data Analysis/Data Coaching

Orientations/Trainings

- Canvas
- Teaching/Supporting Men of Color online certificate
- BIT/Maxient

Faculty Inquiry Groups

- Inquiry and Whiteness in Higher Education
- Culturally Inclusive Curriculum

Conference Attendance

- Individual faculty attend and share learning
- Implement dissemination plans that might include
 - designing and conducting flex activities
 - designing and conducting department professional learning activities
 - designing and conducting workshops for professional learning academies
 - collaborating to create professional learning events
 - contributing to existing student success initiatives on campus
- Large, interdisciplinary team to attend National Conference on Race and Ethnicity (NCORE)

This item was prepared by Dani Wilson, Dean of the Library/Learning Resources, Instructional Support Programs and Services Division and Jeanne Costello, Staff Development Coordinator.

How does this relate to the five District Strategic Directions? Our Staff Development program supports *District Strategic Direction 2: The District will annually make progress toward eliminating the documented achievement gap among race/ethnicity groups* as well as *District Objective 2.1: NOCCCD will foster an environment of equity-mindedness*. We will continue to bring an intentional equity focus to the majority of our professional learning efforts, whether that is our flex day programming, our adjunct academies, our Mindful Growth Initiative, or our professional learning mini conferences. Our Equity-focused faculty inquiry groups will be investigating culturally inclusive classroom practices and also how institutional practices are informed by whiteness, and we will be recruiting a team of educators to be trained during the fall in culturally responsive and anti-biased practices so they can lead our spring flex day program. If Staff Development places equity at the center of our mission, then the learning we provide will support educators to examine their own practice through an equity lens and recognize barriers to student success and strategies for achieving more equitable outcomes in classrooms and student support centers.

How does this relate to Board Policy: Staff Development at Fullerton College directly relates to Board Policy 1002, Philosophy, Section 2.5: *Resources and programs will be provided to support staff and professional development through special learning opportunities, sabbatical*

leaves, conferences and workshops. Certainly, this is the primary purpose of Staff Development at Fullerton College, but rather than thinking about professional development as simply “special opportunities,” we would like to support educators on campus to make professional learning a vital component of their practice in order to foster a culture of reflection and improvement that informs everything we do. When educators are provided with meaningful and sustained opportunities for professional learning, they transform their practice and identities as educators which contributes to a more powerful learning environment across campus, in classrooms, support centers, and the offices that support the work of the college. When equity is placed at the center of this culture of learning, we can make genuine progress toward building a truly equitable institution.

FUNDING SOURCE AND FINANCIAL IMPACT: The funding source is \$125,000 from college general funds.

RECOMMENDATION: It is recommended that the Board receive as information the above highlights relating to the Fullerton College 2019-2020 Staff Development Program. Expenditures are estimated to include, but are not limited to:

- \$5,000 for software and equipment updates/repairs in the Teaching Effectiveness Center
- \$10,000 for books, supplies, materials, refreshments, and memberships (4C/SD)
- \$35,000 for campus speakers/presenters and academy coordination/expenses
- \$75,000 for conference attendance (which supports workshop facilitation for flex day, professional learning days, and OTC/TLC programs)

Cherry Li-Bugg
Recommended by

Approved for Submittal

5.d.3
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	October 22, 2019	Resolution	_____
		Information	_____ X _____
SUBJECT:	North Orange Continuing Education 2019-2020 Professional Development Program	Enclosure(s)	_____

BACKGROUND: The mission of the North Orange Continuing Education (NOCE) Professional Development team (ProD) is to provide innovative and meaningful support to all NOCE employees, and our goal is to provide professional development opportunities that improve student success and access from all points in our operations, both seen and unseen to our student population. Below are the main highlights of the NOCE ProD activities planned for 2019 – 2020.

At the Opening Day event this fall, employees from all groups communicated their needs for professional development by completing the Professional Development Needs Assessment Survey. The NOCE Professional Development Committee has examined the employee feedback and has chosen to incorporate the topics listed below. Participant evaluations will be used for each activity for further planning and fine-tuning of future offerings. The NOCE Professional Development Committee will also oversee NOCE’s Flexible Calendar Program (FLEX) as well as approve funding applications for individual professional development opportunities for faculty and staff. We will be working closely with the District Professional Development office as well as with our colleagues at Fullerton and Cypress College when possible and relevant in terms of joint planning, sharing of information, and collaboration in areas of mutual interest.

Flex Program Elements

- Fall Opening Day: Planting Seeds for the Future – participants were led through a mindfulness workshop by EQ Schools founder Roni Habib. The focus of the workshop was on the importance of building relationships and taking care of ourselves. Self-care is an important first step in establishing healthy relationships and connections with others, and those well-developed relationships are the cornerstone of effective teaching practices and supportive student services.
- January FLEX Day: 21st Century Digital Needs. All NOCE training day. This topic was chosen based on the 2019-2020 Professional Development Needs Assessment Survey conducted on Opening Day, fall 2019.

General Training Opportunities

- Department/Program Ongoing Faculty Training and Support

Management Program

- District Management Association participation and leadership
- Managers are encouraged to select at least one off-campus training in alignment with their job

- Managers are encouraged to present and/or represent noncredit at state levels
- Funding for Management professional growth is reviewed at Provost's Staff meetings
- Managers overseeing categorical and grant programs will attend required training
- IEPI Workshops on Guided Pathways

Workshop Series

- Distance Education
- Adjunct Faculty Training
- Communication Skills
- Leadership Skills
- Classroom Technology (Canvas, Smart Boards, teaching/learning software, apps & websites)
- General Technology (Office 365 including Outlook)
- Curriculum Development
- The CCC and Noncredit
- Supporting Students with Special Needs
- Universal Design
- Closing the Achievement Gap

WIOA II Professional Development Plan

The purpose of this plan is to help NOCE improve student outcomes for the Workforce Innovation and Opportunity Act (WIOA), Title II: Adult Education and Family Literacy Act (AEFLA) by addressing the areas of greatest need:

- Increase knowledge of and incorporate College and Career Readiness Standards into the ESL curriculum.
- Increase knowledge of and incorporate World of Work: 21st Century Employability Skills into the Basic Skills, and ESL curriculum.
- Increase knowledge of and incorporate the Integrated EL Civics objectives into ESL curriculum.

NOCE Administrative Professionals Team

The NOCE Administrative Professionals Team, consisting of all NOCE staff with an "administrative assistant" job title, is provided consistent training on a monthly basis. The team works together collaboratively to determine which trainings would create consistency and efficiency across NOCE, keeping in mind the goals of the NOCE Strategic Plan. The team will receive the following trainings for the 2019/20 school year:

- Human Resources forms
- EMS
- Help Me...I hate taking minutes!
- NOCE procedures
- How does Admin = Accreditation?
- Diversity Appreciation
- NOCE Style Guide
- Marketing Tips for the Admin Professional
- Teamwork: There is no "I" in Team
- Project Management for Events: Turning nothing into something (efficiency & cost savings)
- Event Planning for the NOCE "Students Come First" Event - Year #2

This item was prepared by Candace Lynch, Professional Development Committee Chair.

How does this relate to the five District Strategic Directions? The NOCE 2019-2020 Professional Development Program was developed with one unifying value in mind: student success. The District Strategic Directions (2011-2020) and the District Objectives (2018-2020) are the key drivers of our professional development efforts. Those that have formulated our focus for the year are highlighted here: District Strategic Direction 1: *The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.* This first District Strategic Direction will be

addressed by the NOCE Professional Development committee's focus on improving teaching and learning. District Objective 2.1: *NOCCCD will foster an environment of equity-mindedness.*

This key principle will be woven through all our learning and training opportunities. District Objective 3.1: *NOCCCD will develop new pathways to transition students from non-credit to credit programs.* It is our goal to prepare our students for the next step in their journeys, and we will partner with our credit colleagues to continue to foster opportunities for students to make those transitions more seamlessly. District Objective 4.5: *NOCCCD will expand professional development opportunities for all employees.* Our focus is to provide opportunity for all NOCE employees to grow professionally in order to strengthen our institution and its ability to serve our community.

How does this relate to Board Policy: The NOCE Professional Development Program relates to the following Board Policies: BP 1001 District Mission, Vision & Values Statements; *We are committed to student success and lifelong learning, and value high standards, adaptability, professionalism, respect and inclusiveness.* BP 4020 Program and Curriculum Development; our focus is on creating *high quality and relevant* educational opportunities for our students. BP 7100: Commitment to Equal Employment Opportunity and Diversity; our professional development opportunities will aim to *promote an understanding of diversity.* BP 7160: Professional Development; we support and *encourage* all NOCE employees *to continue to develop their professional expertise* through a variety of modes.

FUNDING SOURCE AND FINANCIAL IMPACT: The funding source for NOCE Professional Development is the Carryover Fund.

RECOMMENDATION: It is recommended the Board receive as information the above highlights relating to the NOCE 2019-2020 Professional Development Program. The program's expenditures will include:

- \$53,914 for conferences, workshops, and on-campus speakers and presentations
- \$20,000 for management professional development opportunities
- \$10,000 for classified professional development

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 22, 2019 Resolution _____
Information _____
SUBJECT: Academic Personnel Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.a.1

Item No.

CHANGE IN SALARY CLASSIFICATION

Haverstick, Jon	FC	Photography Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 08/26/2019
Yu, Kenneth	NOCE	Older Adults Program Non-Credit Instructor Temporary Contract (100%) From: Class B, Step 1 To: Class E, Step 10 Eff. 10/08/2019

MANAGEMENT PROFESSIONAL GROWTH AND DEVELOPMENT

Abutin, Albert	FC	Dean, Enrollment Services Doctoral Stipend (\$3500) Eff. 07/01/2020
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PAYMENT FOR INDEPENDENT LEARNING CONTRACT

Berger, Margaret	FC	\$10.00
Bouza, Laura	FC	\$20.00
Chiaromonte, Thomas	FC	\$80.00
Daniel, William	FC	\$40.00
Eisner, Douglas	FC	\$30.00
Goldstein, Jay	FC	\$10.00
Guardado, Cynthia	FC	\$50.00
Kirby, Brendon	FC	\$20.00
Markely, Karen	FC	\$10.00
Maxwell, Jordan	FC	\$10.00
Oppenheim, Noriko	FC	\$30.00

LEAVE OF ABSENCE

Carter, Danny	FC	Drafting Technology Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 10/15/2019-12/13/2019
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2019 FALL SEMESTER,
TRIMESTER

Gruenke, Cindy	NOCE	Column 1, Step 1
Oleksyn, Urszula	FC	Column 1, Step 4

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Ang, Exequiel	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Cadilli, Jolina	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 19 hours Eff. 06/20/2019-07/15/2019
Carlin, Anna	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Cuevas, Brian	FC	Counseling Department Processing Training Stipend not to exceed \$150.00 Eff. 08/05/2019
Currie, Adriana	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Dimitriadis, Philip	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Donahue, Dustin	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Flosi, Edward	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Freeman, Thomas	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019

Academic Personnel
October 22, 2019

French, James	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Gomez-Velazquez, Michelle	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Gonzalez, Raylene	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Guthrie, Frank	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Hayden, Gregg	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Henke, Carol	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Higgins, Rita	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Hunter, John	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Iglesias, Tasha	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019

Academic Personnel
October 22, 2019

Jacobo, Joanna	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Jimmons, Charlotte	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Kaeser, Amy	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Maldonado, Marcela	FC	Counseling Department Processing Training Stipend not to exceed \$150.00 Eff. 08/05/2019
McNay, Sally	CC	Interim Nursing Director Column 2 Lecture Rate, Overload Teaching Hourly Salary Schedule Eff. 08/26/2019-10/18/2019
Minasian, Jennifer	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Montero, Vanessa	FC	Counseling Department Processing Training Stipend not to exceed \$150.00 Eff. 08/05/2019
Oates, Mike	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Pada, Orvic	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Pantoja, David	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019

Academic Personnel
October 22, 2019

Perez, Xavier	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Pham, Victor	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Ray, Alan	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Ray, Alan	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Reyes, Tommy	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Reyes, Tommy	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Robertson, Kelly	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Sanchez, Ivan	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Seidel, Jay	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Shawesh, Sarah	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019

Academic Personnel
October 22, 2019

Sheehan, Michael	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Smith, Susan	CC	Interim Nursing Director Column 1 Lecture Rate, Overload Teaching Hourly Salary Schedule Eff. 08/26/2019-12/31/2019
Subramaniam, Brinda	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class F Not to exceed 19 hours Eff. 06/20/2019-07/15/2019
Terrazas, Cassandra	FC	Counseling Department Processing Training Stipend not to exceed \$150.00 Eff. 08/05/2019
Wilkinson, David	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Wilson, Andrew	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Wu, Jo	FC	Educational Partnership Dual Enrollment Training Stipend not to exceed \$100.00 Eff. 08/20/2019
Wu, Jo	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019
Young, Renee	FC	Internship Information Training Stipend not to exceed \$100.00 Eff. 08/20/2019-08/21/2019

Academic Personnel
October 22, 2019

Zamora, Jose

FC

Educational Partnership Dual Enrollment
Training
Stipend not to exceed \$100.00
Eff. 08/20/2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 22, 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

6.b.1

Item No.

Classified Personnel
October 22, 2019

NEW PERSONNEL

Diaz, Hector	CC	Facilities Custodian I 12-month position (100%) Range 27, Step E + 10% Shift Classified Salary Schedule Eff. 10/23/2019 PN CCC869
Rocha, Armando	CC	Facilities Custodian I 12-month position (100%) Range 27, Step E + 10% Shift Classified Salary Schedule Eff. 11/04/2019 PN CCC908
Semana, Sonia	FC	Director, Child Development and Educational Studies Laboratory School 12-month position (100%) Range 18, Column B Management Salary Schedule Eff. 10/23/2019 PN FCM947

PROMOTION

Marquardt, Summer	FC	Account Clerk II 12-month position (100%) PN FCC897 To: Administrative Assistant II 12-month position (100%) Range 36, Step E + 15% Longevity + PG&D Classified Salary Schedule Eff. 10/23/2019 PN FCC576
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VOLUNTARY CHANGES IN ASSIGNMENT

Mix, Christina	CC	Administrative Assistant III (100%) Temporary Change in Assignment To: Executive Assistant III (100%) Range 30, Step D Confidential Salary Schedule Eff. 01/01/2020 – 06/30/2020
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Classified Personnel
October 22, 2019

Marvulli, Mary Jo

NOCE

Catalog and Schedule Coordinator (10%) and
Admissions and Records Technician (90%)
Family Medical Leave (FMLA/CFRA)
Paid Leave Using Regular and Supplemental Sick
Leave Until Exhausted; Unpaid Thereafter
Eff. 10/21/2019 – 12/02/2019 (Consecutive Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: October 22, 2019 Resolution _____
Information _____
SUBJECT: Professional Experts Enclosure(s) X

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

6.c.1

Item No.

Professional Experts
October 22, 2019

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Acevedo, Ofelia	NOCE	Project Expert	ESL Event & Orientation Support	26	10/07/2019	03/27/2020
Acosta Jr., Ramon	CC	Project Coordinator	Perkins Grant – Transportation	10	10/09/2019	12/20/2019
Baron, German	FC	Project Expert	Strong Workforce Internship Project Employer/Student Database	20	09/16/2019	10/15/2019
Campbell, Garrett	FC	Technical Expert II	Distance Education Division Representative	20	08/26/2019	12/14/2019
Carey, Jennifer	NOCE	Technical Expert I	NOCE Literacy Lab-Literacy/Life Skills curriculum for 2 new courses	15	12/05/2019	01/03/2020
Chicas Gallardo, Evangelina	FC	Project Expert	Strong Workforce Internship Project/FCCareerConnect	20	09/16/2019	11/09/2019
Chicas Gallardo, Evangelina	FC	Project Expert	Strong Workforce Internship Project/FCCareerConnect	20	11/18/2019	11/23/2019
Chicas Gallardo, Evangelina	FC	Project Expert	Strong Workforce Internship Project/FCCareerConnect	20	12/02/2019	12/07/2019
Giroux, Randall	FC	Technical Expert I	Fingerprint Specialist Training	26	10/02/2019	11/23/2019
Gutierrez, Ruth	AC	Technical Expert II	Dual Enrollment Faculty Professional Development Series	30	10/09/2019	12/01/2019
Henry, Brittany	FC	Project Coordinator	Umoja Program Coordinator	26	10/09/2019	06/10/2020
Mota-Mirales, Jonathan	NOCE	Project Manager	Project Manager, NOCRC/NOCE Liaison	26	10/01/2019	12/20/2019
Reyna, Carla	NOCE	Project Manager	Project Manager, NOCRC/NOCE Liaison	26	10/01/2019	12/20/2019
Ross, Samuel	CC	Technical Expert I	Piano Accompanist for Rehearsal Performances Classes	20	10/10/2019	12/13/2019
St John, Daria	AC	Project Expert	Hourly Processing, HR Tasks	26	12/09/2019	12/20/2019
St John, Daria	AC	Project Expert	Hourly Processing, HR Tasks	26	01/02/2020	01/23/2020
St John, Daria	AC	Project Expert	Hourly Processing, HR Tasks	26	01/30/2020	04/03/2020
St John, Daria	AC	Project Expert	Hourly Processing, HR Tasks	26	04/20/2020	06/30/2020
Standen, Kathy	FC	Technical Expert II	SWI Grant – Center for Entrepreneurship: Brown Bag	15	10/07/2019	06/30/2020
Uppal, Manwinder	NOCE	Project Expert	AEP Data and Assessment Collection	26	09/23/2019	04/03/2020

Professional Experts
October 22, 2019

NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Feltus, Bethany	Tuition	Summer	26
Rosenburger, David	Tuition	Summer, Fall, Winter Spring	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 22, 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

6.d.1

Item No.

Hourly Personnel
October 22, 2019

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alatorre, Jordan	FC	Technical - Academic Support Center Ambassador	10/28/19	12/20/19	TE A 1
Allen, Annaliese	CC	Tech/Paraprof - Assist in Photography Department	09/16/19	12/15/19	TE A 3
Allen, Annaliese	CC	Tech/Paraprof - Assist in Photography Department	01/27/20	04/17/20	TE A 3
Appleberry, Colleen	FC	Tech/Paraprof - Assist in Music Department	10/23/19	01/31/20	TE B 2
Brown, Brandon	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	10/23/19	06/30/20	TE B 3
Cheadle, Justin	CC	Tech/Paraprof - On-call theater crew for campus productions	10/23/19	06/30/20	TE A 1
Cheadle, Justin	CC	Tech/Paraprof - On-call theater crew for rental productions	10/23/19	06/30/20	TE B 1
Chu, Myron	FC	Technical - Academic Computing Technology	10/23/19	02/29/20	TE A 2
Fazalbhooy, Sana	CC	Technical - Assist in Campus Safety	10/23/19	01/22/20	TE A 4
Feuer, Ryan	FC	Technical - Business Department	10/23/19	11/15/19	TE A 1
Gonzalez, Ana	CC	Tech/Paraprof - Assist in Photography Department	09/16/19	12/15/19	TE A 3
Gonzalez, Ana	CC	Tech/Paraprof - Assist in Photography Department	01/27/20	04/17/20	TE A 3
Hall, Jennifer	FC	Technical - Student Center	02/24/20	05/23/20	TE A 2
Hull, Sheri	FC	Technical - Assist Physical Education	11/04/19	11/27/19	TE A 2
Jackson-Johnson, S.	FC	Technical - Assist Physical Education	11/04/19	11/27/19	TE A 2
Jackson-Johnson, S.	FC	Technical - Assist Physical Education	04/01/20	04/30/20	TE A 2
King, Elliot	FC	Technical - Admissions and Records	10/03/19	01/02/20	TE A 3
Le, Jessica	FC	Technical - Assist Admissions and Records	10/23/19	06/30/19	TE A 1
McCray, Eric	FC	Technical - Physical Education	12/02/19	02/28/20	TE A 1
McLean, Thea	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	10/23/19	06/30/20	TE A 1
Mendoza, Gisela	FC	Technical - Admissions and Records	12/02/19	02/28/20	TE A 1
Ortega, Danny	CC	Technical - Assist in Campus Safety	10/23/19	01/22/20	TE B 4
Ortega, Danny	CC	Technical - Assist in Campus Safety	03/25/20	06/24/20	TE B 4
Padilla, Samantha	FC	Technical - Admissions and Records	12/02/19	02/28/20	TE A 1
Pineda, Charles	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	10/23/19	06/30/20	TE B 3
Pulido, Geovanny	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	10/23/19	06/30/20	TE I 2

Hourly Personnel
October 22, 2019

St. Romain, Rhonda	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	10/23/19	06/30/20	TE I 3
Yepez, Lenira	FC	Technical - Assist in Library	11/13/19	12/14/19	TE A 1

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Acosta, Carolina	NOCE	Direct Instr Support - Tutor for High School Equivalency NOCRC	10/23/19	06/30/20	TE A 2
Lemus, Jacqueline	CC	Direct Instr Support - Tutor in the Learning Resource Center	10/23/19	06/30/20	TE A 1
Lopez, Andrea	FC	Direct Instr Support - Chemistry PUMP Program	10/23/19	06/30/20	TE B 4
Manzo, Wendy	CC	Direct Instr Support - Peer Assistance Leader in LRC	10/23/19	06/30/20	TE A 1
Sandoval, Miriam	FC	Direct Instr Support - Promise Career Pathways	10/23/19	06/30/20	TE A 4
Tillett, Bertram	NOCE	Direct Instr Support - Tutor for Basic Skills Program	10/23/19	06/30/20	TE A 2

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alvarino, Jacqueline	FC	Technical - Substitute for vacant Admin Assistant I PN FCC981	10/23/19	12/31/19	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Acosta-Santana, P.	FC	Work Study Student - Academic Support Center Ambassador	10/28/19	06/30/20	TE A 1
Arceo, Jacqueline	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Berges, Daniella	CC	Work Study Student - Assist in the Financial Aid Office	10/23/19	06/30/20	TE A 1
Brookfield, Elizabeth	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Buchholz, Cooper	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Carreno, Janet	FC	Work Study Student - Assist in the Counseling Center	10/23/19	06/30/20	TE A 2
Chelo, Maria	FC	Work Study Student - Academic Support Center Ambassador	10/28/19	06/30/20	TE A 1
Filopos, Rafiq	CC	Work Study Student - Assist in Admissions and Records	10/23/19	06/30/20	TE A 1
Garcia, Vivyann	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1

Hourly Personnel
October 22, 2019

Garcia-Ocampo, J.	CC	Work Study Student - Assist in the Financial Aid Office	10/23/19	06/30/20	TE A 1
Habtai, Lidia	CC	Work Study Student - Assist in the Financial Aid Office	10/23/19	06/30/20	TE A 1
Hurtado, Brianna	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Kim, Andy	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Lua, Edgar	FC	Work Study Student - Assist in Admissions and Records	10/23/19	06/30/19	TE A 1
Mendoza, Kate	CC	Work Study Student - Assist in the Financial Aid Office	10/23/19	06/30/20	TE A 1
Nava, Lizzette	FC	Work Study Student - Student Ambassador for the SDSI Program	10/23/19	06/30/20	TE A 1
Naveed, Urooj	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Nguyen, Ha	CC	Full-time Student - Assist in the International Student Center	10/23/19	06/30/20	TE A 1
Nhan, Minh	FC	Full-time Student - Assist Academic Computing Technology	11/04/19	06/30/20	TE A 1
Perez, Emilee	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Phan, Jasmine	CC	Work Study Student - Assist in the Financial Aid Office	10/23/19	06/30/20	TE A 1
Robledo, Nayeli	FC	Work Study Student - Assist in Admissions and Records	10/28/19	06/30/20	TE A 1
Rucker, Ryan	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Schlobohm, Miranda	CC	Work Study Student - Assist in the Transfer Center	10/23/19	06/30/20	TE A 1
Soto, Marisela	FC	Work Study Student - Assist CalWORKs	10/23/19	06/30/20	TE A 2
Ton, Ethan	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Torres, Jorge	FC	Full-time Student - Assist the campus Bookstore	10/26/19	06/30/20	TE A 1
Truong, Kiet	FC	Full-time Student - Assist the ACT computer lab	10/23/19	06/30/20	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: October 22, 2019

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

Approved for Submittal

6.e.1

Item No.

Volunteer Personnel
October 22, 2019

Name	Site	Program	Begin	End
Anderson, Jake	FC	Veteran's Administration Work Study	08/26/2019	12/14/2019
Ann, Kristina	NOCE	ESL Department - SHINE Program	10/15/2019	12/06/2019
Azmi, Varisha Fareh	CC	Physical Science Department	09/01/2019	05/31/2020
Bonilla, Steven	NOCE	DSS - Personal Care Attendant	09/24/2019	12/13/2019
Gonzalez, Aylin	NOCE	ESL Department - SHINE Program	10/15/2019	12/06/2019
Hill, Karen	NOCE	DSS - Personal Care Attendant	09/19/2019	06/30/2020
Hong, Laura	CC	Physical Ed. Kinesiology and Athletics	10/22/2019	03/15/2020
Maciag, Andrea	FC	Veteran's Administration Work Study	08/26/2019	12/14/2019
Mesa, Kevin	FC	Veteran's Administration Work Study	08/26/2019	12/14/2019
Munoz, Marissa	CC	Physical Ed. Kinesiology and Athletics	08/26/2019	06/30/2020
Patino, Leonardo	NOCE	ESL - Internship SHINE Program	10/15/2019	01/04/2020
Paul Santos, Aaron	CC	Physical Ed. Kinesiology and Athletics	08/26/2019	06/30/2020
Portillo, Jessica	NOCE	DSS - Personal Care Attendant	09/09/2019	06/26/2020
Reyes, Julie	CC	Physical Ed. Kinesiology and Athletics	08/26/2019	06/30/2020
Rios, Cesar	NOCE	ESL Department - SHINE Program	10/15/2019	12/05/2019
Ro, Christine	NOCE	DSS - Personal Care Attendant	09/09/2019	06/26/2020
Salis, Roxana	CC	Physical Ed. Kinesiology and Athletics	08/26/2019	06/30/2020
Satler, Dulcinea	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Shin, Jo Wone	NOCE	ESL Department - SHINE Program	10/15/2019	12/05/2019
Tarkhani, Shayda	NOCE	ESL - Internship SHINE Program	10/15/2019	12/06/2019
Tran, Anh	NOCE	ESL Department - SHINE Program	10/15/2019	12/06/2019
Tran, Linh	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Tran, Quang Minh	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Trinh, Amber	CC	Physical Ed. Kinesiology and Athletics	08/26/2019	06/30/2020
Trujillo, Paul	FC	Technology and Engineering Department	09/24/2019	06/30/2019
Vazquez, Brianna	NOCE	ESL Department - SHINE Program	09/30/2019	12/06/2019
Veloso, Rae Ashley	CC	Physical Ed. Kinesiology and Athletics	10/22/2019	03/15/2020
William, Mira	NOCE	DSS - Personal Care Attendant	10/07/2019	12/04/2019
Williams, Andranay	CC	Physical Ed. Kinesiology and Athletics	08/26/2019	06/30/2020

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 22, 2019
SUBJECT: Adjunct Faculty United Local 6106
(AFT/AFL/CIO) Amended Reopeners for
2019-2020

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: Pursuant to the provisions of Article 1, Section 1.2.1 of the collective bargaining agreement between Adjunct Faculty United and the District, either party shall have the right to reopen the Agreement in the 2019-2020 Academic Year regarding non-economic issues limited to up to two articles each. Adjunct Faculty United has submitted the attached amended reopener proposal.

How does this relate to the five District Strategic Directions? 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 relates to Board and Administrative Procedure 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the attached amended reopener proposal from Adjunct Faculty United Local 6106 (AFT/AFL/CIO) to the District be received by the Board and that a public hearing on this proposal be set for November 12, 2019.

Irma Ramos

Recommended by

Approved for Submittal

6.f.1

Item No.



ADJUNCT FACULTY UNITED AFT/CFT

305 N. Harbor Blvd., Suite 313, Fullerton, CA 92832

(714) 526-5759 fax (714) 526-5337 union@adfaced.org

To: Irma Ramos
Vice Chancellor, Human Resources
Chief Negotiator

From: Kent Stevenson
President, Adjunct Faculty United

Date: October 7, 2019

Re: Re-Opener Negotiations

As per the contract between the district and AdFac, July 1, 2017 to June 30, 2020, section 1.2.1 allows for re-openers. This letter is to inform you AdFac wishes to re-open Article 4 "Organizational Security," as well as the previous notification on Article 6.

The union feels a need, post-Janus decision, to clean up the language in this article to comport with the Supreme Court decision.

Please note this demand to negotiate does NOT waive any rights the union has been granted by Judge Miller in PERB case # LA-CE-6258-E, in his notice of April, 2019.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 22, 2019
SUBJECT: United Faculty (CCA/CTA/NEA)
Successor Agreement Proposal to the
District for 2019-2020

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: The collective bargaining agreement between United Faculty (CCA/CTA/NEA) and the District expired June 30, 2019. United Faculty submits its initial proposal for successor agreement negotiations.

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

How does this relate to Board Policy: This item relates to Board Policy and Administrative Procedure 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the initial proposal for a successor agreement from United Faculty (CCA/CTA/NEA) to the District be received, and that a public hearing on this proposal be set for November 12, 2019.

Irma Ramos

Recommended by

Approved for Submittal

6.g.1

Item No.



NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CYPRESS COLLEGE · FULLERTON COLLEGE · NORTH ORANGE CONTINUING EDUCATION



To: Irma Ramos
Vice Chancellor, Human Resources
NOCCCD

From: Mohammad Abdel Haq
Lead Negotiator, United Faculty

Christie Diep
President, United Faculty

Date: October 14, 2019

The NOCCCD United Faculty (CCA/CTA/NEA) hereby submits the following 2019/2020 proposal for the successor collective bargaining agreement.

1. Contract Appendices A-D. Salary comparability on all salary schedules to the 75th percentile according to the previously agreed upon comparable community college districts.
2. Contract Article 21.1.2. Benefits comparability and equity according to the previously agreed upon comparable community college districts, including dependent coverage, and member and dependent vision and dental.
3. Implement lecture/teaching laboratory parity on all contract lecture/laboratory workload and salary articles and salary schedules.
4. Staggered longevity salary increases starting in Unit Member employment year 30.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	October 22, 2019	Information	X _____
		Enclosure(s)	X _____
SUBJECT:	District Successor Agreement Proposal to United Faculty (CCA/CTA/NEA) for 2019- 2020		

BACKGROUND: The collective bargaining agreement between United Faculty (CCA/CTA/NEA) and the District expired June 30, 2019. The District submits its initial proposal for successor agreement negotiations.

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

How does this relate to Board Policy: This item relates to Board Policy and Administrative Procedure 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the initial proposal for a successor agreement from the District to United Faculty (CCA/CTA/NEA) be received, and that a public hearing on this proposal be set for November 12, 2019.

Irma Ramos

Recommended by

Approved for Submittal

6.h.1

Item No.

**North Orange County Community College District
Office of Human Resources**

INTRADISTRICT CORRESPONDENCE

To: Mohammed Abdel Haq, United Faculty Chief Negotiator

From: Irma Ramos, Vice Chancellor, Human Resources *IRamos*

Date: October 15, 2019

Subject: Successor Agreement Negotiations

The current agreement between United Faculty and the District expired June 30, 2019. In accordance with the requirements of Article 1, Section 1.3.3 of the collective bargaining agreement, this will serve as notice of the District's intent to negotiate a successor agreement. With respect thereto, the following is a summary of the articles the District proposes to negotiate:

Academic Calendar

Negotiate the academic calendar for the 2020-2021 and 2021-2022 academic years.

Article 3 – Association Rights

Clean up language - post Janus.

Article 5 – Instructor Workload

Clarify the provisions of Article 5.2.5, Office Hours.

Article 8 – Overload

Clarify the provisions of counselor overload.

Article 11 – Class Size/Multiple Sections

Clarify the provisions of Article 11.2, Multiple Sections.

Article 17 – Evaluation of Probationary (Contract) Tenure-Track Unit Members (Tenure Review)

Incorporate evaluation language for online instruction.

Article 18 – Evaluation of Tenured Unit Members (Peer Review)

Incorporate evaluation language for online instruction.

Article 20 – Salary Provisions

Achieve a salary agreement that is fair and reasonable within the context of the District's current budget environment.

Clarify the provisions of Article 20.2, Class Advancement.

Article 21 – Benefits Provisions

Achieve a benefits agreement that is fair and reasonable within the context of the District's current budget environment.

Article 22 – Distance Education

Incorporate language for online instruction.

Article 23 – Load Banking

Clarify the provisions of load bank leave.

Article 27 – Compensation For Hiring Committee Service Beyond Regular Contract Year

Clarify the provisions of Article 27.2.

Develop comparability model as per the Memorandum of Understanding (MOU).

The District reserves the right to make proposals concerning other articles and issues as it deems necessary and appropriate. Additional subjects of meeting and negotiating arising after the presentation of this initial proposal shall be made public within 24 hours pursuant to Government Code section 3547(d).

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: October 22, 2019

SUBJECT: Resolution No. 19/20-08,
Veterans Appreciation Week

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

BACKGROUND: The North Orange County Community College District is privileged to serve thousands of student veterans each year at all three institutions. Both Fullerton College and Cypress College currently have Student Veteran's Centers on campus, and in order to serve those growing populations, we plan to expand those facilities. Our student veterans are some of our highest achieving and most committed students.

In recognition of those who have sacrificed so much for our country, the Board would like the week of November 11-15, 2019 to be observed as Veterans Appreciation Week.

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: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board honor the contributions of past and present members of the Armed Forces in the state of California and in the North Orange County Community College District, and adopt Resolution No. 19/20-08 to declare that the week of November 11-15, 2019 be observed as Veterans Appreciation Week.

Cheryl Marshall
Recommended by

Approved for Submittal

7.a.1
Item No.

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



Resolution No. 19/20-08, Veterans Appreciation Week

WHEREAS, the members of the Armed Forces have been instrumental to the preservation of the freedom, security, and prosperity enjoyed by the people of the United States; and

WHEREAS, throughout the generations, veterans' sacrifices have preserved our unique form of government dedicated to human rights and respect for the individual; and

WHEREAS, California is home to 1.8 million veterans, representing eight percent of the total U.S. veteran population and anticipates receiving an additional 30,000 discharged members of the armed services each year for the next several years – more than any other state; and

WHEREAS, the number of student veterans at the North Orange County Community College District has increased each year; and

WHEREAS, the North Orange County Community College District continually strives to provide relevant and needed campus services and resources to our student veterans; and

WHEREAS, the North Orange County Community College District's student veterans have been influential in bringing awareness to their campus communities through various Veterans Day events and celebrations; and

WHEREAS, student veterans deserve our appreciation for all they do, and have done, to protect our freedom; now,

THEREFORE, BE IT RESOLVED, that the North Orange County Community College District Board of Trustees hereby recognizes and wishes to honor the contribution of past and present members of the Armed Forces in the state of California and in the North Orange County Community College District and declares the week of November 11-15, 2019, be observed as Veterans Appreciation Week.

Dated: October 22, 2019

Jeffrey P. Brown, President

Molly McClanahan, Member

Ryan Bent, Vice President

Jacqueline Rodarte, Member

Dr. Barbara Dunsheath, Secretary

Ester Plavdjian, Student Member

Stephen T. Blount, Member

Chloe Reyes, Student Member

Ed Lopez, Member

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	October 22, 2019	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	NOCCCD Board of Trustees Statement of Legislative Principles	Enclosure(s)	<u> X </u>

BACKGROUND: Each school year, the North Orange County Community College District advocates at the state and federal level on legislative issues that affect our students, staff, and community. In order to provide guidelines for NOCCCD’s advocacy, it is proposed that the Board of Trustees adopt a “Statement of Legislative Principles” on behalf of itself and its three separately accredited institutions: Cypress College, Fullerton College, and North Orange Continuing Education. As noted in the Board Evaluation Subcommittee document dated June 17, 2019: “The role of the Board regarding legislative priorities should be a broad brushstroke – to provide direction to staff, the OC Legislative Committee and our District’s advocates.”

This Statement of Legislative Principles will provide guidelines for the Chancellor when addressing matters before the state and federal Legislature and Congress, and constitutes the core principles guiding the development of the District’s legislative goals. For the 2019-20 year, the following legislative principles are suggested:

Board of Trustees’ Legislative Principles

1. Establish effective pathways and systems that optimize student access and success
2. Ensure equitable academic achievement across all racial, ethnic, socioeconomic and gender groups
3. Protect fiscal integrity and build fiscal resiliency
4. Foster an outstanding working and learning environment
5. Support student basic needs

These principles can be altered or added to throughout the academic year with a consensus vote of the Board of Trustees. If the Board of Trustees wishes to take a unified position on specific bills during the session, a separate agenda item will be crafted and subsequently voted on as a resolution. NOCCCD retains the right to advocate on behalf of or in opposition to other areas of legislation or specific bills as they arise through the legislative session.

This agenda item was written by Kai Stearns Moore, District Director, Public & Governmental Affairs.

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

How does this relate to Board Policy: This item is in accordance with: BP 1001 District Mission, Vision, & Values Statements; *The mission of the North Orange County Community College District is to serve and enrich our diverse communities by providing a comprehensive program of educational opportunities that are accessible, relevant, and academically excellent. We are unequivocally committed to student success and lifelong learning.* BP 2430 Delegation of Authority to Chancellor; *The Chancellor is empowered to reasonably interpret board policy. In situations where there is no board policy direction, the Chancellor shall have the power to act, but such decisions shall be subject to review by the Board.* BP 2716 Political Activity; *Initiative or referendum measures may be drafted on an area of legitimate interest to the District. The Board may by resolution express the Board's position on ballot measures.*

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board approve the recommended Statement of Legislative Principles for 2019-20, and empower the Chancellor of the North Orange County Community College District to advocate for the interests of the students, staff, and faculty of the District on behalf of the Board.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES
Statement of Legislative Principles 2020

This Statement of Legislative Principles is adopted by the Board of Trustees for the North Orange County Community College District on behalf of itself and its three separately accredited institutions: Cypress College, Fullerton College, and North Orange Continuing Education.

This Statement of Legislative Principles provides guidelines for the Chancellor when addressing matters before the federal and state Legislature and Congress, and constitutes the core principles guiding the development of the District's legislative goals.

1. ESTABLISH EFFECTIVE PATHWAYS AND SYSTEMS THAT OPTIMIZE STUDENT ACCESS AND SUCCESS

- Support a broad mission for California community colleges by maintaining a wide spectrum of program offerings addressing different educational goals of students **from noncredit courses to baccalaureate degrees**
- Obtain resources to support pathway programs
- Implement appropriate measures to improve student success
- Support the provision of comprehensive student support services
- Strengthen the academic preparation of K-12 students to support success in college
- Support programs that promote transfers between community college students and four-year institutions **including ADT degrees**
- Support flexibility for dual enrollment and remove barriers as appropriate
- Expand student financial aid opportunities (including, but not limited to, Cal Grants and CA Promise Programs) that reduce the total costs of attending college for students
- Assist students with the application process for attending a community college and transferring to a four-year institution of higher education
- Enhance transparency and data collection by creating a national student unit record data system that can accurately track completion and transfer information as well as the earnings of graduates
- Support high quality online education while minimizing regulatory barriers and additional reporting requirements
- **Encourage methods for lowering the costs of textbooks including development of Open Educational Resources**

2. ENSURE EQUITABLE ACADEMIC ACHIEVEMENT ACROSS ALL RACIAL, ETHNIC, SOCIOECONOMIC, AND GENDER GROUPS

- **Support efforts to** close the achievement gap
- Support Dream Act students and efforts to expand the institutional capacity for diversity

- Increase effective delivery of English, ESL and mathematics basic skills education
- Enhance opportunities for underserved constituencies
- Provide information and support for students, faculty, staff and administrators in the DACA programs to support inclusivity and ensure that the District and its institutions remain a place where all students are provided with an opportunity to fulfill their educational goals and dreams

3. PROTECT FISCAL INTEGRITY AND BUILD FISCAL RESILIANCY

- Support a fair and equitable Student Centered Funding Formula
- Support a fair and equitable full-time Faculty Obligation Number formula
- **Support equitable state funding for K-12, CCC, CSU and UC systems**
- Equitably fund financial aid for community college students, including reforming financial aid programs (like Cal Grants) to cover total cost of attendance
- Strengthen the District's ability to use its capital outlay, infrastructure bonds and property management funds efficiently
- Protect the fiscal integrity of the California Community College system
- Support funding sustainable mechanisms for reducing the unfunded liability in the CalSTRS and the CalPERS programs
- Support backfill of property tax shortfalls
- Support the elimination of duplicative and/or needless regulatory oversight and reporting obligations, and provide adequate funding for the necessary oversight and reporting requirements

4. FOSTER AN OUTSTANDING WORKING AND LEARNING ENVIRONMENT

- Promote the health, safety and welfare of students, faculty, staff and administrators, including mental health support
- Support professional development for faculty, staff and administrators that is designed to support student success inside and outside of the classroom
- Support participatory decision making principles
- Increase the District's efforts in sustainable practices, including energy and resource conservation, while retaining appropriate flexibility
- Support a model for alignment of accreditation that improves outcomes for our students

5. SUPPORT STUDENT BASIC NEEDS

- Help **institutions** ~~colleges~~ reduce student food insecurity by removing legal barriers and increase student access to food financial aid
- Create more sustainable and effective partnerships to address students' food and housing access challenges

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	October 22, 2019	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Revised Board Policies	Enclosure(s)	<u> X </u>

BACKGROUND: The Board Policies included in this agenda item were reviewed and revised to reflect content revisions recommended by Jane Wright, CCLC Consultant.

The District Consultation Council reviewed, discussed, and reached consensus on the following revised Board Policies on September 23, 2019:

Chapter 2, Board of Trustees

BP 2735, Board Member Travel: This policy was reviewed as part of the 6-year review cycle and revised to include a minor edit and to cite the corresponding board policies and administrative procedure.

Chapter 3, General Institution

BP 3050, Institutional Code of Ethics: This policy was reviewed as part of the 6-year review cycle and revised to add language in the new Sections 2.1, 2.2, and 2.3, and to cite the corresponding board policies and administrative procedure.

BP 3100, Organizational Structure: This policy was reviewed as part of the 6-year review cycle and revised to make a minor edit to the corresponding administrative procedure.

BP 3200, Accreditation: : This policy was reviewed as part of the 6-year review cycle and revised to update the "Reference" section, include minor edits throughout, and update the corresponding board policy and administrative procedure.

BP 3225, Institutional Effectiveness: This policy was reviewed as part of the 6-year review cycle and revised to make minor edits and update the corresponding administrative procedure.

BP 3250, Institutional Planning: This policy was reviewed as part of the 6-year review cycle and revised to update the "Reference" section; include minor edits and grammar corrections; remove Sections 1.1.5, 1.1.6, 1.1.7, and 1.1.8 due to outdated language; and update the corresponding administrative procedure.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt the following proposed, revised Board Policies:

- **BP 2735, Board Member Travel**
- **BP 3050, Institutional Code of Ethics**
- **BP 3100, Organizational Structure**
- **BP 3200, Accreditation**
- **BP 3225, Institutional Effectiveness**
- **BP 3250, Institutional Planning**

Once adopted by the Board of Trustees, the revised policies will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

BP 2735 Board Member Travel

Reference:

Education Code Section 72423

- 1.0 Members of the Board shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board [of Trustees](#).

See Administrative Procedure 2735, [Board Member Travel; Board Policy 6360, Travel; and Board Policy 7400, Travel and Conference Attendance](#).

Date of Adoption: June 24, 2003

BP 3050 Institutional Code of Ethics

Reference:

ACCJC Accreditation Standard III.A.13;
WASC/ACS Criterion 2, Indicator 2.1;
ACCCA Statement of Ethics

- 1.0 The North Orange County Community College District upholds a written code of professional ethics for all of its personnel.
- 2.0 The Chancellor shall establish appropriate administrative procedures in furtherance of the District's expectation and requirement of ethical conduct by employees in carrying out their duties for the benefit of the institution and the public in compliance with all applicable laws, policies, rules, and regulations.

2.1 Employees shall not have a financial interest in any contract made by the Board of Trustees.

2.2 No employee of the District may participate in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent conflict of interest.

2.3 Any employees who manage public investments shall not accept, from any single source in any calendar year, any gifts in excess of the prevailing gift limitation specified in law.

See Board Policy 2715, Board Code of Ethics/Standards of Practice; Administrative Procedure 3050, Institutional Code of Ethics, and Board Policy 4030, Academic Freedom.

Date of Adoption: June 22, 2010

Date of Last Revision: September 14, 2016 Chancellor's Staff

BP 3100 Organizational Structure

Reference:

Education Code Section 72400

- 1.0 The Chancellor shall establish organizational charts that delineate the lines of responsibility and fix the general duties of employees within the District.

See Administrative Procedure 3100, [Organizational Structure](#).

Date of Adoption: March 23, 2004

BP 3200 Accreditation

Reference:

ACCJC Accreditation Eligibility Requirement 21 and Accreditation Standards I.C.12 and 13;
WASC/ACS Criterion 2, Indicator 2.1; [and](#) Criterion 10, Indicator 10.2
Title 5 Section 51016

- 1.0 The Chancellor shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges ([ACCJC](#)), the Accrediting Commission for Schools ([ACS](#)), and of the accrediting bodies of other District programs that seek special accreditation.
- 2.0 The Chancellor shall keep the Board [of Trustees](#) informed of approved accrediting organizations and the status of accreditations.
- 3.0 The Chancellor shall ensure that the Board [of Trustees](#) is involved in any accreditation process in which Board participation is required.
- 4.0 The Chancellor shall provide the Board [of Trustees](#) with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

See Administrative Procedure 3200, [Accreditation](#) and Board Policy 2200, [Board Duties and Responsibilities](#).

Date of Adoption: March 23, 2004

Date of Last Revision: October 25, 2016
November 26, 2014 Chancellor's Staff
May 14, 2014, Chancellor's Staff
April 18, 2012, Chancellor's Staff

BP 3225 Institutional Effectiveness

Reference:

Education Code Sections 78210 et seq., and 84754.6;
ACCJC Accreditation Standard I.B.5-9;
WASC/ACS Criterion 2, Indicator 2.3

- 1.0 The Board [of Trustees](#) is committed to developing goals that measure the ongoing condition of the District's operational environment.
 - 1.1 The Chancellor shall ensure that those goals are established.
- 2.0 The Board [of Trustees](#) regularly assesses the District's institutional effectiveness.
 - 2.1 The Chancellor shall inform the Board [of Trustees](#) about the status of goal setting, implementation, and assessment of the District's institutional effectiveness.

See Administrative Procedure 3225, [Institutional Effectiveness](#).

Date of Adoption: October 13, 2015

Date of Last Revision: September 14, 2016 Chancellor's Staff

BP 3250 Institutional Planning

Reference:

**ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5;
Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, [and](#)
56270, et seq.;**
WASC/ACS Criterion 1, Indicator 1.6, [and](#) Criterion 10, Indicators 10.1 and 10.5

- 1.0 The Chancellor shall ensure that the District has and implements a broad-based comprehensive, systematic, and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.
 - 1.1 The planning system shall include plans required by law, including, but not limited to:
 - 1.1.1 Long-range Educational or Academic Master Plan
 - 1.1.2 Facilities [Plan](#)
 - 1.1.3 Equal Employment Opportunity Plan
 - 1.1.4 Student Equity [and Success Plan](#)
 - ~~1.1.5 Student Success and Support Program Plan~~
 - ~~1.1.6 Transfer Center~~
 - ~~1.1.7 Cooperative Work Experience~~
 - ~~1.1.8 Extended Opportunity Program & Services (EOPS)~~
- 2.0 The Chancellor shall submit to the Board [of Trustees](#) those plans for which Board approval is required by Title 5.
- 3.0 The Chancellor shall inform the Board [of Trustees](#) about the status of planning and the various plans.
- 4.0 The Chancellor shall ensure the Board [of Trustees](#) has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

See Administrative Procedure 3250, [Institutional Planning](#).

Date of Adoption: March 23, 2004

Date of Last Revision: September 14, 2016 Chancellors' Staff
November 26, 2014, Chancellor's Staff
February 25, 2014
November 12, 2008 Chancellor's Staff

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: October 22, 2019
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? 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.

Cheryl Marshall

Recommended by

Approved for Submittal

7.d

Item No.