



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

MEETING: Regular Meeting in March 2017

DATE: Tuesday, March 28, 2017, at 5:30 p.m.

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

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

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

AGENDA:

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

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

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

- f. **Reports:**
 - Chancellor**
 - * **Cypress College Science, Engineering, & Math Building Schematic Design Presentation**
By: Karen Cant, Cypress College Vice President of Administrative Services, Susan Rittel, Campus Capital Projects Manager, and LPA Architects

College Presidents/Provost

- g. **Comments:**
Resource Table Personnel
Members of the Board of Trustees

2. a. **Approval of Minutes of the Regular Meeting of March 14, 2017.**
 b. **CLOSED SESSION: Per the following sections of the Government Code:**

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

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

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENTS: Cypress College President

Per Section 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: Worker's Compensation Claim

Claimant: Arlyn McDonald
Agency Claimed Against: NOCCCD

3. **FINANCE & FACILITIES**

- [a] Authorization is requested for the 2016-2017 General Fund and Capital Outlay Fund transfers and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **(The Resolutions are available for review in the District's Business Office.)**
- [b] Authorization is requested to recognize a transfer and establish budget within the General Fund to make Fullerton College's allocation of one-time mandate claim funds available for campus use and adopt resolutions to adjust budgets and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5, §58308. **(The Resolutions are available for review in the District's Business Office.)**
- [c] Authorization is requested to enter into a Commissioning Services Agreement with TK1SC. The term of the agreement shall be effective March 29, 2017 through June 30, 2021.

4. **INSTRUCTIONAL RESOURCES**

- [a] Authorization is requested to accept new revenue from Master Agreement and Participation Agreement under the Strong Workforce Program – Regional Fund (SWP) Grant in the amount of \$285,000.
- [b] Authorization is requested to approve an amendment for Agreement #29865 Amendment 1 for WIOA Final Regulations.

5. HUMAN RESOURCES

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

- Retirements
- Extension of Temporary Management Contract
- Management Professional Growth and Development
- Leave of Absence
- Temporary Academic Hourly

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

- Rescission of Resignation
- New Personnel
- Rehire
- Change in Salary Step
- Promotion
- Voluntary Changes in Assignment
- Professional Growth & Development
- Leaves of Absence

[c] Request approval of Professional Experts.

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

[e] Request approval of Volunteers.

6. GENERAL

a. It is recommended that the Board approve its revised the Board of Trustees Assessment instrument.

b. It is recommended that the Board mark its ballot for the California Community College Trustees Board of Directors at this time.

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

DATE: March 28, 2017

SUBJECT: 2016-2017 Budget Transfers: General Fund and
Capital Outlay Fund

Action	X
Resolution	X
Information	
Enclosure(s)	X

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

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

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

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

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

RECOMMENDATION: Authorization is requested for the 2016-2017 General Fund and Capital Outlay Fund transfers netting to the amount of \$622,399 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams
Recommended by

Approved for Submittal

3.a.1
Item No.

Budget Transfers
03-28-2017

1. 18127: Basic Skills & Student Outcomes Transformation Program Grant - FC

Transfer to align the 2016/2017 budget with the State approved budget.

From:	4000 Supplies & Materials	(320,135)
To:	1200 Noninstructional Salaries, Cont/Reg Status	224,000
	2100 Noninstructional Salaries, Reg Status	5,468
	2300 Noninstructional Salaries, Other	10,000
	3000 Benefits	55,882
	5000 Other Operating Expenses & Services	18,550
	6000 Capital Outlay	6,235

2. 17747: Student Equity Program - FC

Transfer funds to appropriate account and program for Health Services to complete activities identified in their Student Equity Proposal.

From:	4000 Supplies & Materials	(15,400)
To:	5000 Other Operating Expenses & Services	15,400

3. 11100: Prior Year Funds - CC

Transfer to provide budget for approved one-time departmental operational requests across the campus, including for repairs, small office equipment, catering for Flagpole Rededication, parking software customization, and furnishings for humanities classrooms.

From:	6000 Capital Outlay	(14,773)
To:	4000 Supplies & Materials	4,512
	5000 Other Operating Expenses & Services	10,261

4. 18157: Basic Skills - FC

Transfer to reallocate budgets to the appropriate accounts.

From:	2300 Noninstructional Salaries, Other	(95,944)
	4000 Supplies & Materials	(6,286)
To:	1200 Noninstructional Salaries, Cont/Reg Status	13,288
	2400 Instructional Aides, Other	62,478
	3900 Benefits	11,773
	5000 Other Operating Expenses	11,691
	6000 Capital Outlay	3,000

5. 11200: Current Year - FC

Transfer to cover employee travel expenses approved through Staff Development.

From:	1400 Noninstructional Salaries, Other	(15,000)
	2300 Noninstructional Salaries, Other	(10,000)
To:	5000 Other Operating Expenses	25,000

Budget Transfers
03-28-2017

6. 15417 Vocational & Technical Education Act - CC

Transfer to cover purchase of smart classroom equipment and instructional materials for Dental and Radiology departments.

From:	2300 Other Operating Expenses	(46,000)
To:	4000 Supplies & Materials	16,000
	6000 Capital Outlay	30,000

7. 15417 Vocational & Technical Education Act - CC

Transfer to cover payroll for hourly staff to work with students in the tourism program, providing mentoring, tutoring, and outreach support.

From:	6000 Capital Outlay	(14,380)
To:	2300 Other Operating Expenses	14,380

8. 17617: Disabled Students Program Services - CC

Transfer to cover interpreting costs for hearing impaired students.

From:	1400 Noninstructional Salaries, Other	(19,000)
To:	5000 Other Operating Expenses	19,000

9. 17617: Disabled Students Program Services - CC

Transfer to cover hourly instructional aides salaries to interpret for hearing impaired students.

From:	2100 Noninstructional Salaries, Reg Status	(82,000)
To:	2400 Instructional Aides, Other	82,000

10. 17617: Disabled Students Program Services - CC

Transfer to cover interpreting costs for hearing impaired students.

From:	3000 Benefits	(23,562)
To:	5000 Other Operating Expenses	23,562

11. 11100: Prior Year Funds - CC

Transfer to allocate Strategic Plan funds to approved campus Strategic Plan initiatives.

From:	6000 Capital Outlay	(46,590)
To:	5000 Other Operating Expenses	46,590

12. 41933: Capital Outlay Fund - CC

Transfer to provide budget for Disabled Student Services office modernization and furnishing.

From:	6000 Capital Outlay	(22,408)
To:	5000 Other Operating Expenses	22,408

Fullerton College
Allocation of Designated One-Time Mandate Claim Funds
Budget Allocation
March 28, 2017

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>	<u>AMOUNT</u>
<u>1) Budget Transfer to Establish Transfer</u>		
70000 Other Outgo		
Intrafund Transfers Out	11302 7650 72000 6720	\$ 1,494,755
Other Reserve for Contingencies	11302 7650 79430 6720	\$ (1,494,755)
<u>2) Establish Budget as Part of Carryover Funds</u>		
60000 Capital Outlay		
Capital Outlay	11100 7650 60000 6720	\$ 1,494,755
	Total Expenses	\$ 1,494,755
80000 Revenue		
Intrafund Transfers In	11100 7650 89820 6720	\$ 1,494,755
	Total Revenue	\$ 1,494,755

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund (0101), for fiscal year 2016-2017, pursuant to the California Code of Regulations Title 5, Section 58308;

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

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8980	Intrafund Transfers In	\$ 1,494,755
	TOTALS	\$ <u>1,494,755</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
6000	Capital Outlay	1,494,755
	TOTALS	\$ <u>1,494,755</u>

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on March 28, 2017, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

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

by _____, Deputy

3.b.4
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: March 28, 2017

SUBJECT: Commissioning Services Agreement with TK1SC for Cypress College new Science, Engineering, & Mathematics Building and new Veterans' Resource Center

BACKGROUND: Adopted in 2010, California Green Building Standards Code Section 5.410.2, require new buildings 10,000 square feet and over to have building commissioning included in the design and construction process to verify that the building systems and components covered by Title 24 meet the project requirements. Cypress College's new Science, Engineering, and Mathematics (SEM) Building and Veterans' Resource Center (VRC) fall under the California Green Building Standards Code Section 5.410.2 requirement; therefore, commissioning service is needed for these two (2) buildings.

On February 14, 2017, the Board approved a District Pool for Building Commissioning Services (CxA) for Districtwide Projects. A thorough review of all selected CxAs in the District Pool was conducted and five (5) firms were selected based on their past and current experience with California community colleges. A Request for Proposal (RFP) was sent out to these firms in the District Pool:

1. Dewberry
2. Enovity
3. Heery
4. Kitchell
5. TK1SC

A District selection committee (Committee) was formed to review the submitted proposals. The Committee was comprised of Cypress College's Vice President of Administrative Services, Dean of Science, Engineering & Mathematics, Project Manager Campus Capital Projects, Director of Physical Plant & Facilities, and the District Director of Facilities Planning & Construction. After the Committee reviewed the Proposals, the following three (3) firms were invited to interview with the Committee (with responses):

- Dewberry \$217,850, includes training but did not include reimbursables
- Enovity \$152,828.20, did not include costs for training and reimbursables
- TK1SC \$207,750 (\$197,750 includes training, and \$10,000 in reimbursables)

It was the consensus of the Committee that TK1SC be recommended to provide commissioning services for the SEM & VRC projects at Cypress College.

This agenda item was submitted by Susan Rittel, Cypress College Project Manager, Campus Capital Projects.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: A not to exceed amount \$207,750 inclusive of reimbursables and will be charged to Measure J Bond funds.

RECOMMENDATION: Authorization is requested to enter into a Commissioning Services Agreement with TK1SC for the Cypress College new Science, Engineering, & Mathematics Building and new Veterans' Resource Center in the amount of \$207,750 inclusive of reimbursables. The term of the agreement shall be effective March 29, 2017, through June 30, 2021. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.c.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
		Resolution	<u>X</u>
DATE:	March 14, 2017	Information	<u> </u>
		Enclosure(s)	<u>X</u>
SUBJECT:	Cypress College Master Agreement and Cypress College Participation Agreement under the Strong Workforce Program – Regional Fund Grant		

BACKGROUND: Cypress College is pleased to report that it is the recipient of a Participation Agreement under the NOCCCD Master Agreement with Rancho Santiago Community College District (RSCCD) as fiscal agent, for the Strong Workforce Program – Regional Fund (SWP) Grant in the amount of \$285,000. The Master Agreement was developed for execution at the District level by our Chancellor, with individual Participation Agreements and budgets from Cypress College, Fullerton College and School of Continuing Education. The Master Agreement establishes RSCCD as the fiscal agent responsible for making payments in accordance with the Participation Agreements. The Participation Agreement attached, and associated budgets, represent that portion of the overall regional funding attributable to Cypress College’s participation in the SWP Regional Fund.

The Participation Agreement identifies 11 separate projects. Among these, eight involve all the Orange County community colleges and reflect a zero dollar allocation to Cypress College. For these projects the Los Angeles Orange County Regional Consortium (LAOCRC) through a lead college, will make disbursements from RSCCD directly to vendors, colleges, and others facilitating completion of these projects. For the remaining three projects, RSCCD will distribute funds to NOCCCD on behalf of Cypress College. It should be noted that the greatest benefit to Cypress College will come from the eight projects that involve all Orange County community colleges, even though no allocation of funding will come to us directly.

The Cypress College project descriptions and amounts attributable to them are reflected on the attached Participation Agreement–Summary Sheet. The performance period for the Master Agreement is July 1, 2016 (or upon Board of Trustees approval) through June 30, 2020. The performance period for the attached Participation Agreement is July 1, 2016 (or upon Board of Trustees approval) through December 31, 2018, at which time all of the first year funds must be expended.

This Board Agenda Item is being submitted by Dr. Steve Donley, Dean of Career Technical Education & Economic Development, Cypress College.

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

How does this relate to Board Policy: This item is in compliance with Board Policy 3280 (1.0) The Board will be informed about all grants received by the District; and, (2.0) 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: Cypress College is the recipient of a Participation Agreement under the NOCCCD Master Agreement with Rancho Santiago Community College District (RSCCD) as fiscal agent, for the Strong Workforce Program – Regional Fund (SWP) Grant in the amount of \$285,000. All funding will be received following Board approval and must be spent on program workplans for the Participation Agreement projects by December 31, 2018.

RECOMMENDATION: Authorization is requested to accept new revenue from Master Agreement and Participation Agreement under the Strong Workforce Program – Regional Fund (SWP) Grant in the amount of \$285,000. 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.

Cypress College
Strong Workforce Program - Regional Fund (Year One) Grant
Energy & Sustainability Automation Controls Project
Budget
July 1, 2016 - December 31, 2018

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>	<u>PROPOSED BUDGET</u>
10000 Instructional Salaries		
Instructor, Credit	17257 2760 11100 0900 7100	\$ 8,000
20000 Noninstructional Salaries		
Hourly - Professional	17257 2760 23400 0900 7100	\$ 8,000
30000 Employee Benefits		
Employee Benefits	17257 2760 30000 0900 7100	\$ 4,500
40000 Supplies and Materials		
Supplies and Materials	17257 2760 40000 0900 7100	\$ 4,000
50000 Other Operating Expenses		
Professional Development	17257 2760 52415 0900 7100	\$ 4,500
Indirect Costs	17257 2760 59000 0900 7100	\$ - *
60000 Equipment		
Capital Outlay	17257 2760 60000 0900 7100	\$ 21,000
	Total Expenses	\$ 50,000
80000 Revenue		
Strong Workforce Program	17257 2760 86255 0900 7100	\$ 50,000
	Total Revenue	\$ 50,000

*No Indirect Cost Rates are allowed for this funding.

Cypress College
Strong Workforce Program - Regional Fund (Year One) Grant
Advanced Transportation/Automotive Project
Budget
July 1, 2016 - December 31, 2018

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>	<u>PROPOSED BUDGET</u>
10000 Instructional Salaries		
Instructor, Credit	17257 2770 11100 0900 7100	\$ 10,000
20000 Noninstructional Salaries		
Hourly - Professional	17257 2770 23400 0900 7100	\$ 2,400
30000 Employee Benefits		
Employee Benefits	17257 2770 30000 0900 7100	\$ 1,736
40000 Supplies and Materials		
Supplies and Materials	17257 2770 40000 0900 7100	\$ 864
50000 Other Operating Expenses		
Indirect Costs	17257 2770 59000 0900 7100	\$ - *
60000 Equipment		
Capital Outlay	17257 2770 60000 0900 7100	\$ 45,000
	Total Expenses	\$ 60,000
80000 Revenue		
Strong Workforce Program	17257 2770 86255 0900 7100	\$ 60,000
	Total Revenue	\$ 60,000

*No Indirect Cost Rates are allowed for this funding.

Cypress College
Strong Workforce Program - Regional Fund (Year One) Grant
Drone/Aviation and Engineering Technician Project
Budget
July 1, 2016 - December 31, 2018

<u>OBJECT OF EXPENDITURE</u>	<u>BUDGET ACCOUNT NUMBER</u>	<u>PROPOSED BUDGET</u>
10000 Instructional Salaries		
Instructor, Credit	17257 2785 11100 0900 7100	\$ 8,000
20000 Noninstructional Salaries		
Hourly - Professional	17257 2785 23400 0900 7100	\$ 10,000
30000 Employee Benefits		
Employee Benefits	17257 2785 30000 0900 7100	\$ 5,000
40000 Supplies and Materials		
Supplies and Materials	17257 2785 40000 0900 7100	\$ 14,000
50000 Other Operating Expenses		
Professional Development	17257 2785 52415 0900 7100	\$ 8,000
Indirect Costs	17257 2785 59000 0900 7100	\$ - *
60000 Equipment		
Capital Outlay	17257 2785 60000 0900 7100	\$ 130,000
	Total Expenses	\$ 175,000
80000 Revenue		
Strong Workforce Program	17257 2785 86255 0900 7100	\$ 175,000
	Total Revenue	\$ 175,000

*No Indirect Cost Rates are allowed for this funding.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	March 28, 2017	Resolution	<u>X</u>
		Information	<u> </u>
SUBJECT:	School of Continuing Education Disability Support Services Workability III and California Department of Rehabilitation Cooperative Contract	Enclosure(s)	<u>X</u>

BACKGROUND: Last year, the School of Continuing Education (SCE) Disability Support Services (DSS) department was awarded a continuation of the Workability III grant by the California Department of Rehabilitation for the 2016-17 to 2018-19 fiscal years. The Workability III grant enables the DSS program to offer assistance to any student with a verified disability who attends a North Orange County Community College District school, in preparing for, finding, and retaining competitive and meaningful employment. This Cooperative Contract is designed to jointly serve the mutual DOR clients/WAIII students of the Orange/San Gabriel Department of Rehabilitation (DOR) and the North Orange County Community College District (NOCCCD).

The Department of Rehabilitation issued an Agreement Amendment, received by SCE in March 2017, to reflect changes pursuant to the new WIOA regulations. The maximum amount of this agreement remains the same. Furthermore, the DOR requires a new board resolution due to change in District personnel authorized to sign contract amendments to this agreement.

This agenda item was prepared by Lorri Guy, SCE DSS Program Coordinator.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: There is no financial impact as a result of this amendment. The maximum amount of this agreement remains the same.

RECOMMENDATION: Authorization is requested to approve an amendment for Agreement #29865 Amendment 1 for WIOA Final Regulations. It is further recommended that a resolution be adopted to authorize the personnel named, the Vice Chancellor of Finance & Facilities and the Interim District Director of Fiscal Affairs, to sign and execute any and all documents required by the DOR to effectuate the execution of contracts and/or amendments.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 28, 2017 Resolution _____
SUBJECT: Academic Personnel Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

RETIREMENTS

Byde, Robert	FC	Psychology Instructor Eff. 05/28/2017 PN FCF966
Hoyt-Heydon, Pamela	FC	Dramatic Arts Instructor Eff. 06/01/2017 PN FCF880
Marshall, Barbara	CC	English Instructor EFF. 05/31/2017 PN CFC873

EXTENSION OF TEMPORARY MANAGEMENT CONTRACT

Abab, Majaneh	SCE	Interim Director, Basic Skills Programs Eff. 04/14/2017-06/30/2017
	SCE	Interim Director, Basic Skills Programs Range 24, Colum B (100%) Management Salary Schedule Eff. 07/01/2017-04/13/2018

MANAGEMENT PROFESSIONAL GROWTH AND DEVELOPMENT

Hubbard, Vaniethia	SCE	Dean, Instruction & Student Services Doctoral Stipend (\$2600) Eff. 07/01/2017
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LEAVE OF ABSENCE

Burke, Elisabeth	FC	Religious Studies Instructor Family Medical Leave (FMLA/CA PDL) (100%) Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/23/2017-05/27/2017
See, Roger	FC	Physical Education Instructor Family Medical Leave (FMLA/CFRA) (100%) Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/22/2017-03/24/2017

Academic Personnel
March 28, 2017

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2017 SPRING SEMESTER,
WINTER/SPRING TRIMESTER

Jean, Jean-Paul	SCE	Column 1, Step 1
Mulcahy, Christina	CC	Column 1, Step 1
Nguyen, Amy	FC	Column 1, Step 1
Parks, Yumi	FC	Column 1, Step 1
Webber, Jonathan	CC	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Marquez, Julieta	FC	Column 2, Step 1
Sierra, Mayra	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Rothermich, Edgar	FC	Column 1, Step 1
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 28, 2017 Resolution _____
Information _____
SUBJECT: Classified Personnel Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.b.1

Item No.

Classified Personnel
March 28, 2017

RECISSION OF RESIGNATION

Cheng-Chen, Judy FC Special Project Director/Health Services
Temporary Management Position (33.83%)
PN FCT983

NEW PERSONNEL

Albrecht, Mary Helen SCE Instructional Assistant
11-month position (60%)
Range 36, Step A
Classified Salary Schedule
Eff. 04/03/2017
PN SCC857

Chum, Huoch FC Facilities Custodian I
12-month position (55%)
Range 27, Step A
Classified Salary Schedule
Eff. 04/03/2017
PN FCC990

Hegle, Sierra CC Student Services Technician
12-month position (100%)
Range 33, Step A
Classified Salary Schedule
Eff. 03/29/2017
PN CCC799

Park, Lily SCE Admissions and Records Specialist
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 03/29/2017
PN SCC875

Nguyen, Cattien AC Payroll Specialist
12-month position (100%)
Range 36, Step E
Classified Salary Schedule
Eff. 04/03/2017
PN DEC995

Classified Personnel
March 28, 2017

Tucker, Rachael FC Clerical Assistant I
12-month position (40%)
Range 29, Step A
Classified Salary Schedule
Eff. 03/29/2017
PN FCC605

Urde, Nordin SCE Instructional Assistant
11-month position (40%)
Range 36, Step A + 5% Shift
Classified Salary Schedule
Eff. 04/03/2017
PN SCC858

REHIRE

Murillo, Raquel SCE Special Project Manager, Student Success & Support
Temporary Management Position (100%)
Range 2, Special Project Admin Daily Rate Schedule
Eff. 07/01/2017 - 6/30/2018
PN SCT963

Rangel, Aghabi FC Special Project Director/Pathway Transformation Initiative
Temporary Management Position (100%)
Range 3, Special Project Admin Daily Rate Schedule
Eff. 07/01/2017 - 06/30/2018
PN FCT623

CHANGE IN SALARY STEP

Brown, Anthony AC Accounting Specialist (100%)
From: Range 40, Step A
To: Range 40, Step E
Eff. 03/13/2017

Classified Personnel
March 28, 2017

PROMOTION

Corona, Shontel	SCE	Admissions & Records Technician 12-month position (100%) PN SCC955
	To:	SCE Admissions & Records Specialist 12-month position (100%) Range 36, Step D + PG&D Classified Salary Schedule Eff. 03/29/2017 PN SCC876
Lindley, Korey	FC	Financial Aid Technician 12-month position (100%) PN FCC674
	To:	CC Financial Aid Coordinator 12-month position (100%) Range 40, Step D Classified Salary Schedule Eff. 04/03/2017 PN CCC698

VOLUNTARY CHANGES IN ASSIGNMENT

Bates, Beatrice	AC	Payroll Lead (100%)
		Extension of Temporary Change in Assignment To: AC Interim District Manager, Payroll 12-month position (100%) Range 17, Step A + PG&D Management Salary Schedule Eff. 04/01/2017 – 6/30/2017
Corona, Shontel	SCE	Admissions & Records Specialist (100%)
		Temporary Change in Assignment To: SCE Student Records Coordinator 12-month position (100%) Range 40, Step C + PG&D Classified Salary Schedule Eff. 03/29/2017 – 06/30/2017

Classified Personnel
March 28, 2017

Crisostomo Urzua, Jessica	FC	Facilities Custodian I 12-month position (55%) PN FCC609 Permanent Lateral Transfer To: FC Facilities Custodian I 12-month position (100%) Eff. 04/03/2017 PN FCC656
Cruz Villegas, Victorina	FC	Facilities Custodian I 11-month position (45%) PN FCC874 Permanent Lateral Transfer To: FC Facilities Custodian I 12-month position (100%) Eff. 04/03/2017 PN FCC985
Hwee, Ivy	AC	Accounting Specialist (100%) Extension of Temporary Change in Assignment To: AC Interim District Manager, Fiscal Affairs 12-month position (100%) Range 19, Step A Management Salary Schedule Eff. 04/01/2017 – 6/30/2017
Vyas, Kashmira	AC	District Manager, Fiscal Affairs Extension of Temporary Change in Assignment To: AC Interim District Director, Fiscal Affairs 12-month position (100%) Range 32, Step A + PG&D Management Salary Schedule Eff. 04/01/2017 – 6/30/2017

PROFESSIONAL GROWTH & DEVELOPMENT

King, Tina	SCE	Director, Institutional Research and Planning Doctoral Stipend (\$2,600) Eff. 07/01/2017
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LEAVES OF ABSENCE

Avila, Brandi	FC	Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/13/2017 – 07/02/2017 (Consecutive Leave)
Fuentes, Rafael	FC	Facilities Custodian (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/21/2017 – 01/15/2018 (Intermittent Leave)
Rangel, Aghabi	FC	Special Projects Director, Pathway Transformation Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/03/2017 – 06/16/2017 (Consecutive Leave)
Serrato, Melissa	FC	Campus Marketing/Outreach Assistant (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/07/2017 – 04/04/2017 (Consecutive Leave)
Thackrah, Tracy	FC	Radio Broadcast Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/21/2017 – 03/22/2017 (Consecutive Leave)
Wallace, Nadia	CC	Administrative Assistant (67.5%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 04/15/2017 – 06/10/2017 (Consecutive Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 28, 2017

SUBJECT: Professional Experts

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

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts
 March 28, 2017

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Bates, Miranda	AC	Project Expert	Writer and Event Coordinator	26	03/2/2017	06/30/2017
Biggs, Steven	FC	Project Expert	High School Theatre Festival 2017 Judges Coordinator	13	03/17/2017	03/18/2017
Engle, Martha	FC	Project Expert	High School Theatre Festival 2017 Judges Coordinator	13	03/17/2017	03/18/2017
Giroux, Randall	FC	Technical Expert I	Fingerprint Specialist Training – Administration of Justice	5	03/08/2017	05/26/2017
Hughes, Deidre	FC	Project Coordinator	Pathway Transformation Initiative	10	02/27/2017	06/30/2017
Kennedy, Kaitlin	CC	Technical Expert I	PERKINS IV – Enhancing Student Success	5	02/03/2017	05/26/2017
McMillin, Jennifer	FC	Project Expert	High School Theatre Festival 2017 Judges Coordinator	13	03/17/2017	03/18/2017
Michaelson, Ron	FC	Project Expert	High School Theatre Festival 2017 Judges Coordinator	13	03/17/2017	03/18/2017
Mittler, William	FC	Project Expert	High School Theatre Festival 2017 Judges Coordinator	13	03/17/2017	03/18/2017
Nguyen, Hung T.	FC	Project Expert	SSSP Related Data and Research Project	26	03/15/2017	06/30/2017
Phelps, Carlos	CC	Technical Expert I	DDC Curriculum Development	10	03/23/2017	06/30/2017
Plavdjian, John	FC	Project Expert	SSSP Related Data and Research Project	26	03/15/2017	06/30/2017
Rios, Genaro	FC	Project Expert	CA Dreamers/Student Equity	26	03/15/2017	06/30/2017
Runde, Jessica	FC	Project Expert	High School Theatre Festival 2017 Judges Coordinator	13	03/17/2017	03/18/2017
Sanchez-Tapia, Lenine	FC	Project Expert	SSSP Related Data and Research Project	26	05/15/2017	06/30/2017
Vescial, Keith	CC	Technical Expert I	Student Success and Support Advising	10	03/20/2017	05/31/2017
Wada, Kathryn	CC	Technical Expert I	Student Success and Support Advising	10	03/20/2017	05/31/2017

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: March 28, 2017 Resolution _____
SUBJECT: Hourly Personnel Information _____
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.d.1

Item No.

Hourly Personnel
March 28, 2017

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Barbosa, Aurelia	AC	Clerical/Secretarial - Assist in the Facilities Planning Office	04/24/17	06/16/17	TE A 2
Guzman Hidalgo, Saira	FC	Clerical/Secretarial - Help promote the TAP program to students	03/29/17	06/30/17	TE A 1
Hoang, Wendy	FC	Clerical/Secretarial - Assist in the Facilities Office	04/04/17	06/09/17	TE B 3
Iwashima, Kumiko	FC	Tech/Paraprof - Artist Model for Art Department classes	03/29/17	06/30/17	TE F 4
Kwak, Jason	CC	Direct Instr Support - Athletic Program Assistant for Beach Volleyball	03/29/17	05/31/17	TE H 4
Lara, Catherine	CC	Clerical/Secretarial - Assist in the EOPS/CalWORKs Office	03/29/17	06/27/17	TE B 4
Rudies, Alexander	SCE	Tech/Paraprof - Assist ACT with various projects	03/29/17	06/27/17	TE B 1
Sendejas, Desiree	FC	Service/Maint - Assist Campus Safety Dept with various duties	03/29/17	06/30/17	TE B 4
Taylor-Parker, Kelan	FC	Clerical/Secretarial - Assist in the Facilities Office	04/04/17	06/30/17	TE A 2
Vargas, Adrian	FC	Service/Maintenance - Assist Custodial Services Department	04/19/17	06/30/17	TE B 2

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Mulholland, Grainne	FC	Medical - Physician for campus Health Center	03/29/17	06/30/17	ME E 4
Rojas-Coolley, Maria	CC	Medical - Nurse Practitioner for campus Health Center	03/29/17	06/30/17	ME C 4
White, Christine	FC	Medical - Health Services Specialist (RN) for campus Health Center	03/29/17	06/30/17	ME B 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Ang, Exequiel	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	03/29/17	06/30/17	TE A 1
Person Hampton, Amara	FC	Direct Instr Support - Tutor for the Incite Program	03/29/17	06/30/17	TE A 4

Hourly Personnel
 March 28, 2017

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Barbosa, Aurelia	AC	Clerical/Secretarial - Substitute for Classified employee on leave	03/20/17	04/21/17	TE A 2
Jones Williams, D.	FC	Service/Maint - Substitute for vacant Facilities Custodian I PN FCC985	03/14/17	06/07/17	TE B 2
Mejia, Jose	CC	Service/Maint - Substitute for vacant Facilities Custodian I PN CCC747	03/06/17	05/05/17	TE A 2
Noriega, Justin	AC	Clerical/Secretarial - Substitute for vacant Payroll Specialist PN DEC995	03/13/17	06/02/17	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Fiscus, Owen	FC	Full-time Student - Tutor students in the campus Tutoring Center	03/16/17	06/30/17	TE A 1
Jones, Curtis	FC	Full-time Student - Tutor for the Student Diversity Success Initiative	03/13/17	06/30/17	TE A 2
Lemus Vasquez, C.	FC	Full-time Student - Assist visually impaired students for DSS	02/13/17	06/30/17	TE A 1
Patel, Mihir	CC	Work Study Student - Assist in EOPS /CalWORKS Office	02/08/17	06/30/17	TE A 1
Pham, Vivian	SCE	Work Study Student - Assist in the SCE High School Lab	03/09/17	06/30/17	TE A 1
Pina, Christina	CC	Work Study Student - Assist in the Business Department	03/16/17	06/30/17	TE A 1
Valentin, Eric	FC	Work Study Student - Assist in campus Library	03/10/17	06/30/17	TE A 2

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: March 28, 2017

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

5.e.1

Item No.

Volunteer Personnel
March 28, 2017

VOLUNTEER PERSONNEL WITHOUT PAY

Name	Site	Program	Begin	End
Alvarez, Melissa	CC	Physical Education - Training Room	03/29/2017	05/26/2017
Barraza, Jesse	FC	Technology & Engineering/Construction	01/30/2017	05/27/2017
De Anda, Elvia	FC	Child Development & Education Studies	03/09/2017	05/24/2017
Enriquez, Joanna	SCE	DSS - Personal Care Attendant	02/13/2017	06/30/2017
Fleming, Karen	FC	Weaponless Defense Safety	03/14/2017	05/23/2017
Kuster, Megan	FC	Internship - Child Development	02/24/2017	05/24/2017
Le, Jessica	SCE	DSS - Personal Care Attendant	03/01/2017	06/30/2017
Molina, Bridgette	SCE	DSS - Personal Care Attendant	03/07/2017	06/30/2017
Morales, Susana	FC	Cadena Cultural & Transfer Center	03/24/2017	06/30/2017
Nguyen, Vivian	FC	Internship - Child Development	02/24/2017	05/24/2017
Pozgay, Spencer	CC	Physical Education - Training Room	03/29/2017	05/26/2017
Rojas, Areli	FC	Internship - Child Development	02/24/2017	05/24/2017
Sotelo, Julia	FC	Child Development & Education Studies	03/15/2017	05/24/2017
Wallace, Brandon	FC	Physical Education - Softball	03/29/2017	06/30/2017

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	March 28, 2017	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Board of Trustees Assessment Instrument	Enclosure(s)	<u> X </u>

BACKGROUND: On November 25, 2003, the Board adopted revised Board Policy 2745, Board Self-Evaluation, with the Board of Trustees Assessment Instrument to be distributed the first meeting in April of odd-numbered years. The Instrument was last revised in 2015. The Board of Trustees Assessment Instrument was presented to the Board at its February 28, 2016 meeting, and now the revised instrument is presented for the Board's consideration. The instrument is scheduled to be distributed at the April 11, 2017 Board meeting.

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 2745, Board Self-Evaluation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt the revised Board of Trustees Assessment Instrument, initially adopted August 26, 1997, and last revised March 26, 2015, which will be distributed at the April 11, 2017 Board meeting.

Cheryl Marshall
Recommended by

Approved for Submittal

6.a.1
Item No.

North Orange County Community College District

BOARD OF TRUSTEES ASSESSMENT

Accrediting Commission for Community and Junior Colleges Standard IV.b.4.g **C.10:**
~~“The Governing Board’s self-evaluation processes for assessing Board performance are clearly defined, implemented, and published in its policies or bylaws. Board policies and/or bylaws clearly establish a process for Board evaluation. The evaluation assesses the Board’s effectiveness in promoting and sustaining academic quality and institutional effectiveness. The governing board regularly evaluates its practices and performance, including full participation in board training, and makes public the results. The results are used to improve board performance, academic quality, and institutional effectiveness.”~~

The Board assessment is very different from the political evaluation, which takes place at the ballot box. The purpose of the Board assessment is to identify those areas of Board functioning which are working well and those which may need improvement.

The Board assessment speaks to the Board as a whole, not to individual trustees. It is the evaluation process of the overall effectiveness of the Board as a group making decisions.

PROCESS

An assessment form will be distributed to all Board members and members of the District staff who regularly participate at Board meetings at the first meeting in April of each odd-numbered year.

The completed assessment forms shall be submitted to the Chancellor’s Office on or before the second meeting in April of odd-numbered years.

The Chancellor’s Office shall complete results of the assessment for distribution at the first meeting in May of odd-numbered years.

The assessment results shall be included as an agenda item for review and appropriate action at the second meeting in May.

BOARD OF TRUSTEES ASSESSMENT

Rating Scale:
4 = Excellent
3 = Acceptable
2 = Need Improvement
1 = Unsatisfactory
0 = ~~Unknown~~ No Knowledge of

Question	Rating	Comments/Suggestions
The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning program.		
1. The Board has clearly defined institutional goals with desired outcomes both short and long-term.		
2. The Board's highest priority is student learning and student success.		
3a. The Board has established mission and vision statements, and a strategic plan that looks to the future, anticipating what the institution and its colleges will be like in 10 years.		
3b. The Board periodically reviews the mission and vision statements.		
4. The Chancellor's goals, as set by the Board, establish priorities that are both strategic and manageable and provide Board direction for the administration.		
5. The Board upholds a code of ethics and conflict of interest policy, and individual Board members adhere to the code.		
6. To ensure the institution is accomplishing its goals for student success, the Board regularly reviews key indicators of student learning and achievement and institutional plans for improving academic quality.		

7. The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.		
8. The Board regularly evaluates its processes to support continuous improvement.		
<p>Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning program.”</p>		

Question	Rating	Comments/Suggestions
<p>As an independent policy-making body that reflects the public interest, the Board acts as a whole:</p>		
9. Directions to staff are based on a consensus of a majority of the Board. Individual Board members do not assume authority.		
10. Board members respect each other’s opinions.		
11. Discussions are structured so that all have an opportunity to contribute to the decision.		
12. Board members have adequate information upon which to base decisions.		

13. The Board reaches decisions on the basis of study of all available background data and consideration of the recommendation of the Chancellor.		
14. The Board's delegation of administrative authority is clear to all parties.		
Overall rating for "The Board acts as a whole."		

Question	Rating	Comments/Suggestions
Board meetings run effectively:		
15. Board members are punctual to and attend all Board meetings to conclusion.		
16. The Board reviews agenda materials and is prepared for Board meetings.		
17a. New Board members, including student trustees, receive an orientation to rules and responsibilities and District mission and policies.		
17b. The Board members engage in ongoing professional development.		

18.	The Board agendas focus on policy issues that related to Board responsibilities.		
19.	The Board conducts its meetings in compliance with state laws, including the Brown Act.		
20.	Agendas include legislative and state policy issues that impact the District.		
21.	Board meetings include some education or information time.		
22.	Board meetings provide adequate time for discussion.		
Overall rating for “Board meetings run effectively.”			

Question	Rating	Comments/Suggestions
Board members are actively knowledgeable about and engaged in the District community:		
23a. Board members are knowledgeable about community college and state related issues.		

23b.	Board members are knowledgeable and take an appropriate role in the accreditation process.		
24.	The Board acts as an advocate for community colleges.		
25.	Board members are available to District employees for comments and suggestions.		
26.	The Board shows its support for the District through members attending various events.		
27.	The Board is knowledgeable about the District's history, values, strengths, and weaknesses.		
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.		
29.	The Board has processes in place for appropriately involving the community in relevant decisions.		
30.	The Board helps promote the image of the District in the community.		
31.	The Board understands the collective bargaining process and its role in the process.		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.		
33.	The Board gives adequate attention to the mission and goals of the District.		
34.	The Board has a procedure for annual evaluations of the Chancellor.		

35. The Board demonstrates a good understanding of collegial consultation and related processes.		
36. In general, what rating does the Board as a whole deserve?		
Overall rating for “Board members are actively knowledgeable about and engaged in the District community.”		

37. General Comments/Suggestions:

Date of Adoption: August 1997

Date of Last Revision: March 2015
March 2013
March 2009
March 2007
March 2005
August 2001

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	March 28, 2017	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	California Community Colleges Trustees Board of Directors Election	Enclosure(s)	<u> X </u>

BACKGROUND: The Board is asked yearly to vote to fill certain vacancies on the Board of Directors of the California Community Colleges Trustees (CCCT). This year there are nine (9) seats up for re-election on the Board. Each community college district governing board of the Community College League of California shall have one vote for each of the nine vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The nine candidates who receive the most votes will serve three-year terms.

The 15 trustees who have been nominated for election to the CCCT Board are listed on the enclosed copy of the ballot.

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 Board mark its ballot for the California Community College Board of Trustees Board of Directors election at this time. Official ballots must be returned to the League office, postmarked no later than April 25, 2017.

Cheryl Marshall

Recommended by

Approved for Submittal

6.b.1

Item No.

