



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

MEETING: Regular Meeting in April 2025

DATE: Tuesday, April 22, 2025, at 5:30 p.m.

PLACE: Anaheim Union High School District Board Room
501 N. Crescent Way, Anaheim, CA 92801

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

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

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

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

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

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

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Consider Block-Vote Items indicated by [] in Sections 3, 4, and 5**
 Agenda items designated as block-vote items with [] are considered by the Board to either be routine or sufficiently supported by back-up information that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them.

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

 Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public by contacting the Chancellor’s Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. – 5:00 p.m.).
- d. **Chancellor’s Report**
 - * **Recognition of Faculty Achieving Tenure**
 - * **“State of NOCE” Presentation**

2. a. **Approval of Minutes of the Regular Meeting of April 8, 2025.**

b. **FIRST CLOSED SESSION** (only if needed)

3. **FINANCE & FACILITIES**

[a] Authorization is requested to award Bid #2425-09, TE I Aviation Expansion at Cypress College to ACC & Engineering LLC.

[b] Authorization is requested to award Bid #2425-10, Buildings 10 & 12 Roof Restoration Project at Cypress College to F C and Sons Roofing Inc.

[c] It is recommended that the Board adopt Resolution No. 24/25-18 to approve Change Order #5 with Inland Building Companies, Inc. for Bid 2324-04, for the public works project for the Cypress College Fine Arts Renovation Project.

[d] It is recommended that the Board ratify the current change orders for the public works project listed per the Change Order Request for the Fine Arts Renovation at Cypress College.

e. It is recommended that the Board receive information related to the upcoming Cypress College Central Plant Upgrade Project.

[f] Authorization is requested to amend the agreement with Geotechnical Solutions Inc. for Geotechnical Services for the Maintenance & Operations Project at Fullerton College.

[g] Authorization is requested to approve Amendment #2 for BNBuilders, Inc., RFQ/RFP #2021-09, Chapman Newell Instructional Building and M&O Building at Fullerton College.

[h] Authorization is requested to increase the agreement with Arthur J. Gallagher & Company and Captive Insurance for Public Agencies to obtain insurance for the Fullerton College Chapman Newell/Maintenance and Operations Building and to extend the policy date.

[i] Authorization is requested to establish a pool of civil engineering and land surveying firms to provide civil engineering and land surveying consultant services for Districtwide projects.

[j] Authorization is requested for Fullerton College to accept donations to its divisions, departments, and/or programs.

4. **HUMAN RESOURCES**

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

Retirements

New Personnel

Additional Duty Days @ Per Diem

Faculty Sabbatical Leaves
 Temporary Academic Hourly
 Correction to March 25, 2025 Board Agenda – Leave of Absence

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

New Personnel
 Rehires
 Promotion
 Voluntary Changes in Assignment
 Revision of Contract
 Professional Growth & Development
 Stipend for Additional Administrative Duties
 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.

5. **GENERAL**

- a. It is recommended that the Board review the 2025 Board assessment summaries.
- b. It is recommended that the Board adopt Resolution No. 24/25-17, declaring the week of May 5-9, 2025, as Teacher Appreciation Week.
- c. It is recommended that the Board adopt the proposed, revised Board Policies in Chapter 2.
- d. It is recommended that the Board discuss any potential future agenda items.

6. **COMMENTS**

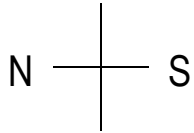
- a. Chancellor's Staff Comments
- b. Resource Table Personnel Comments
- c. Members of the Board of Trustees Comments
- d. Public Comments on Non-agenda and Closed Session Items

7. **ADJOURN TO CLOSED SESSION:** Per the following sections of the Government Code:

- a. 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.

- b. Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.
- c. Per Section 59338: FINAL DISTRICT DECISION; APPEALS TO LOCAL GOVERNING BOARD
- d. Per Section 54957: PUBLIC EMPLOYEE: Vice Chancellor, Administrative Services and Vice Chancellor, Educational Services and Institutional Effectiveness.

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



Board Room Seating Arrangement

Jeffrey P. Brown,
President

Barbara Dunsheath,
Vice President

Ed Lopez,
Secretary

Evangelina Rosales,
Board Member

Stephen T. Blount,
Board Member

Mark Lopez,
Board Member

Ryan Bent,
Board Member

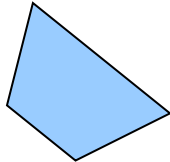
Moises Sandoval,
Student Member CC

Dr. Byron D. Clift Breland,
Chancellor

Sharon Kim,
Student Member FC

Alba Recinos,
Recording Secretary

Robert Johnson,
Student Member NOCE



Audience Seating

Constituent Group
Representatives

Chancellor's Staff



Entrance



NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X
 Resolution _____
 Information _____
 Enclosure(s) _____

DATE: April 22, 2025

SUBJECT: Award Bid #2425-09, TE I Aviation
 Expansion at Cypress College

BACKGROUND: The Aviation Expansion Project at Cypress College includes the reconfiguration of existing classrooms on the second floor of the TE I building to accommodate an expanded Flight Simulator Lab and a new In-Flight Simulator Lab. The expansion will accommodate two new cabin trainers for the Flight Attending program, provide a unified space for the Aviation program’s flight simulators, and accommodate a mid-size drone for the Drone program. Additionally, the project will relocate the current custodial closet and provide some minor accessibility modifications to the Men’s and Women’s restrooms. This project is funded through donor contributions made available to the College Foundation in support of the Aviation Department.

On April 2, 2025, the Purchasing Department received eight bids for the TE I Aviation Expansion at Cypress College. The bids received were evaluated by the Purchasing staff to ensure adherence to District specifications and responsiveness according to Public Contract Code. The lowest responsive and responsible bidder was ACC & Engineering LLC with a total bid of \$323,730, including \$29,430 in allowance. The base bid and allowance are within project’s budget estimates. Below is a summary of all the bids received:

COMPANY	BASE BID	ALLOWANCE	TOTAL
ACC & Engineering LLC	\$294,300	\$29,430	\$323,730
Oppenheimer National	\$328,828	\$32,883	\$361,711
T and A Builders	\$337,372	\$33,737	\$371,109
R Dependable Const Inc.	\$358,000	\$35,800	\$393,800
YMC	\$379,000	\$37,900	\$416,900
Elegant Construction Inc.	\$400,000	\$40,000	\$440,000
Venture Construction & Management	\$418,400	\$41,840	\$460,240
MLC Constructors Inc.	\$514,320	\$51,432	\$565,752

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, Cypress College and Crystal Nguyen, Interim Assistant District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) – Stewardship of Resources: NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning; and Direction 5) – Physical Environment: NOCCCD will be a leader in creating accessible and sustainable facilities that support student and employee success.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: This project is funded by Private Donor Funds through the Cypress College Foundation.

RECOMMENDATION: Authorization is requested to award Bid #2425-09, TE I Aviation Expansion at Cypress College to ACC & Engineering LLC in the amount of \$323,730 including \$29,430 in allowance. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the contract on behalf of the District.

Fred Williams

Recommended by

B. V. dist Brad M
Approved for Submittal

3.a.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	_____
DATE:	April 22, 2025	Information	_____
		Enclosure(s)	_____
SUBJECT:	Award Bid #2425-10, Buildings 10 & 12 Roof Restoration Project at Cypress College		

BACKGROUND: The roof seams of both Buildings 10 and 12 have deteriorated beyond repair and have reached their life expectancy. As a result, the damaged areas will be stripped of their existing gravel, and a new roof system will be installed.

On April 1, 2025, the Purchasing Department received eight bids for the Buildings 10 & 12 Roof Restoration Project at Cypress College. The bids received were evaluated by the Purchasing staff to ensure adherence to District specifications and responsiveness according to Public Contract Code. The lowest responsive and responsible bidder was F C and Sons Roofing Inc. with a bid of \$1,121,031 including \$101,912 in allowance. The base bid and allowance are within budget estimates. Below is the bid summary.

COMPANY	BASE BID	ALLOWANCE	TOTAL
F C and Sons Roofing Inc.	\$1,019,119	\$101,912	\$1,121,031
C.I. Services, Inc.	\$1,147,044	\$114,704	\$1,261,748
Southland Roofing Inc.	\$1,153,515	\$115,352	\$1,268,867
Superior Roofing Systems, Inc.	\$1,168,210	\$116,821	\$1,285,031
AME Builders Inc.	\$1,193,100	\$119,310	\$1,312,410
Best Contracting Services, Inc.	\$1,236,560	\$123,656	\$1,360,216
McDonnell Roofing Inc.	\$1,342,686	\$134,269	\$1,476,955
Chapman Coast Roof Co., Inc.	\$1,386,155	\$138,615	\$1,524,770

This agenda item was submitted by Phil Fleming, Director of Physical Plant and Facilities, Cypress College, and Crystal Nguyen, Interim Assistant District Director, Purchasing.

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

decision-making and integrated planning; and Direction 5) – Physical Environment: NOCCCD will be a leader in creating accessible and sustainable facilities that support student and employee success.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: This project is funded by Capital Outlay Funds.

RECOMMENDATION: Authorization is requested to award Bid #2425-10, Buildings 10 & 12 Roof Restoration Project at Cypress College to F C and Sons Roofing Inc. in the amount of \$1,121,031 including \$101,912 in allowance. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the contract on behalf of the District.

Fred Williams

Recommended by

B. V. dist Brad
Approved for Submittal

3.b.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	X
DATE:	April 22, 2025	Information	
		Enclosure(s)	X
SUBJECT:	Ratification of Change Order #5 Resolution No. 24/25-18 with Inland Building Companies, Inc. for Bid 2324-04, Cypress College Fine Arts Renovation Project		

BACKGROUND: On January 23, 2024 the Board adopted Resolution No. 23/24-15 to approve 28 bid packages totaling \$57,209,914, to the 22 trade contractors who were deemed to be the lowest responsive and responsible bidders for the Cypress College Fine Arts Building Renovation.

Per Public Contract Code §20659 and Board Policy 6340, the College seeks approval for Change Order #5 for Inland Building Companies, Inc. Normally, change orders should not exceed 10% of the original contract amount authorized by the Board; however, certain conditions require additional changes that may exceed this limit. Change Order #5 increases the contract amount by \$224,467 raising the new total to \$3,944,474. With this change order, the cumulative increase is 16.66% of the original contract, surpassing the 10% limit. The total change order percentage for all prime contractors to date on the project is -1.36%.

Change Order #1 (BOT Mtg. 07/23/24)	\$6,479
Change Order #2 (BOT Mtg. 09/10/24)	\$78,545
Change Order #3 (BOT Mtg. 02/25/25)	\$232,660
Change Order #4 (BOT Mtg. 03/25/25)	\$21,223
Change Order #5	\$224,467
Subtotal	\$563,374
10% Change Order Limit	(\$338,110)
Amount Over Change Order Limit	\$225,264

The Construction Manager, College, and District have reviewed this change order. Bidding on additional work in this change order was avoided due to higher anticipated costs, extended timelines, and potential delays affecting other contractors. The added scope addresses transfer of the ADA parking lot and fencing scopes from prime contractors to Inland; back charges for other prime contractors; and document coordination conflicts. For details, please see agenda item 3.d.3.

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, Cypress College and Mireille Hernandez, Interim District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #3 – Stewardship of Resources: NOCCCD will promote a shared vision of

responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning; and Direction #5 – Physical Environment: NOCCCD will be a leader in creating accessible and sustainable facilities that support student and employee success.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: This project will be funded by Measure J.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 24/25-18 to approve Change Order #5 with Inland Building Companies, Inc. for Bid 2324-04, for the public works project, to increase the contract amount by \$224,467, for a new total of \$3,944,474 for the Cypress College Fine Arts Renovation Project. Authorization is further requested for the Vice Chancellor, Finance & Facilities or Interim District Director, Purchasing to execute trade contractor change order on behalf of the District.

Fred Williams

Recommended by

B. V. dist Brad M
Approved for Submittal

3.c.2

Item No.

**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
APPROVAL OF CHANGE ORDER 5 AS AN AMENDMENT TO THE EXISTING
CONTRACT WITH INLAND BUILDING COMPANIES, INC., FOR BID 2324-04,
CYPRESS COLLEGE FINE ARTS RENOVATION PROJECT**



RESOLUTION NO. 24/25-18

WHEREAS, the Governing Board of the North Orange County Community College District (District) previously awarded a contract for Bid Packages 03A, 14A, 14B, and 32B work for the Cypress College Fine Arts Renovation Project (Project) to Inland Building Companies, Inc. (Prime Contractor);

WHEREAS, subsequent to the award of the contract to Prime Contractor, it was determined that additional work, related to the scope of the Project, was necessary on the Project as set forth on the Change Order;

WHEREAS, the Prime Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change order;

WHEREAS, the total cost for the Change Order exceeds the limitations set forth in Public Contracts Code §20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the current Prime Contractor as well as the other Prime Contractors on the Project;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project and impact use of the facilities;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform the same work that could be more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding to not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the North Orange County Community College District does hereby find, resolve, determine, and order as follows:

3.c.3

Item No.

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the award of the additional work stated in the Change Orders without competitively bidding such work and approves the District's payment to the Prime Contractor in accordance with the terms and conditions set forth in the Change Order and the original contract.

Section 4. That the Governing Board delegates to its Vice Chancellor, Finance & Facilities, or District Director, Purchasing, authority to execute all agreements and complete all necessary documents for the additional work set forth in the Change Order.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 22nd day of April 2025, 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

3.c.4

Item No.

Resolution No. 24/25-18

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 April 2025, 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 April 2025.

Clerk of Governing Board
North Orange County Community College District

3.c.5

Item No.

Resolution No. 24/25-18

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: April 22, 2025

SUBJECT: Ratification of Change Order(s) for Multi-Prime Contracts for Bid #2324-04, Cypress College Fine Arts Renovation Project

Action	X
Resolution	
Information	
Enclosure(s)	X

BACKGROUND: On January 23, 2024 the Board adopted Resolution No. 23/24-15 to approve 28 bid packages totaling \$57,209,914, to the 22 trade contractors who were deemed to be the lowest responsive and responsible bidders for the Cypress College Fine Arts Building Renovation. In accordance with Public Contract Code §20659 and Board Policy 6340, the College is seeking ratification of the following change order(s) as further defined in the enclosure:

Change Order #	Trade Contractor	Total
Change Order 01	Bogh Engineering	\$4,061
Change Order 05	Bayview Environmental	(\$42,567)
Change Order 01	Bapko Metals	(\$104,011)
Change Order 01	Best Contracting	(\$62,399)
Change Order 01	Velocity Glazing	(\$25,512)
Change Order 03	Verne's	\$6,681
Change Order 04	AJ Kirkwood	(\$586,742)
Change Order 02	Interpipe Inc.	(\$1,556)
TOTAL		(\$812,045)

The Construction Manager, College, and District have reviewed these change orders. The changes will not require additional funds beyond the project budget approved by the Board on January 23, 2024. These changes include various value engineering efforts; scope transfers; as well as a small portion of adds due to temporary building dry-in measures; and document coordination conflicts.

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, Cypress College and Mireille Hernandez, Interim District Director, Purchasing.

How does this relate to the District-wide Strategic Plan? This item responds to Direction #3 – Stewardship of Resources: NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning; and Direction #5 – Physical Environment: NOCCCD will be a leader in creating accessible and sustainable facilities that support student and employee success.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: The total change orders will be addressed through Measure J and Capital Outlay Funds.

RECOMMENDATION: It is recommended that the Board ratify the current change orders for the public works project listed per the Change Order Request, with a total of (\$812,045) for the Fine Arts Renovation at Cypress College. Authorization is further requested for the Vice Chancellor, Finance & Facilities or District Director, Purchasing to execute each trade contractor change order on behalf of the District.

Fred Williams

Recommended by


Approved for Submittal

3.d.2

Item No.

**CYPRESS COLLEGE, FINE ARTS RENOVATION PROJECT
MULTI-PRIME CONTRACTOR CHANGE ORDERS**

BOARD DATE: April 22, 2025

	NO.	PREVIOUS	CURRENT	CUMULATIVE	DESCRIPTION OF CHANGE ORDER	BOARD APPROVAL	TIME IMPACT	CO REQ. REASON	CONTRACT AMOUNT		
									ORIGINAL	TOTAL REVISED	TOTAL % OF CHANGE
BP #01A, 10A BOGH ENGINEERING									\$2,941,000.00		
Change Order #01	1.1	\$0.00	\$4,061.00	\$4,061.00	CFI 008-01A - ADA Parking - Temporary Fencing - installation and removal of temporary fencing around the work area outlined in CCD-001A ADA Parking.	4/22/25	0	DC		\$2,945,061.00	0.14%
TOTALS		\$0.00	\$4,061.00	\$4,061.00							0.14%
BP #02A BAYVIEW ENVIRONMENTAL SERVICES, INC									\$1,963,400.00		
Change Order #01	1.0	\$165,345.00	\$0.00	\$165,345.00		7/23/24				\$2,128,745.00	8.42%
Change Order #02	2.0	(\$1,492.00)	\$0.00	(\$1,492.00)		9/10/24				\$2,127,253.00	-0.08%
Change Order #03	3.0	\$149,942.00	\$0.00	\$149,942.00		11/12/24				\$2,277,195.00	7.64%
Change Order #04	4.0	(\$1,416.00)	\$0.00	(\$1,416.00)		12/17/24				\$2,275,779.00	-0.07%
Change Order #05	5.1	\$0.00	(\$42,567.00)	(\$42,567.00)	CFI-021-02A - CCD-008A - Site Utility Coordination/Revisions (Deduct) - deduct costs associated with the labor, equipment, and materials needed to perform the demolition, disposal, backfill, and recompaction of site utilities originally noted to be demolished but later determined to be kept in place. This includes a section of CHW S/R (RFI 073), 4" gas line (RFI 079), 5kV power duct bank (CCD 010B), telecom duct bank (CCD 010B) and CMH-7 (CCD 010B). The credit was determined by taking a quantity takeoff of the utilities and using established production rates of the scope already performed to ultimately credit 70% of the associated SOV line items back to the District.	4/22/25	0	O		\$2,233,212.00	-2.17%
TOTALS		\$312,379.00	(\$42,567.00)	\$269,812.00							13.74%
BP#03A, 14A, 14B, 32B INLAND BUILDING CONSTRUCTION COMPANIES									\$3,381,100.00		
Change Order #01	1.0	\$6,479.00	\$0.00	\$6,479.00		7/23/24				\$3,387,579.00	0.19%
Change Order #02	2.0	\$78,545.00	\$0.00	\$78,545.00		9/10/24				\$3,466,124.00	2.32%
Change Order #03	3.0	\$232,660.00	\$0.00	\$232,660.00		2/25/25				\$3,698,784.00	6.88%
Change Order #04	4.0	\$21,223.00	\$0.00	\$21,223.00		3/25/25				\$3,720,007.00	0.63%
Item No. 3.d.3	5.1	\$0.00	\$112,426.00	\$112,426.00	CFI-008-32B - ADA Parking - Costs for Over Excavation and Re-Compaction/Grading after demo of existing concrete is complete, Installation of Base, Installation of Rebar, Forming and Placement of all associated Site Concrete, Grind & Overlay & Sealing of Existing Asphalt, Installation of Signage Posts.	4/22/25	0	DC			

**CYPRESS COLLEGE, FINE ARTS RENOVATION PROJECT
MULTI-PRIME CONTRACTOR CHANGE ORDERS**

BOARD DATE: April 22, 2025

	NO.	PREVIOUS	CURRENT	CUMULATIVE	DESCRIPTION OF CHANGE ORDER	BOARD	TIME	CO REQ.	CONTRACT AMOUNT		
						APPROVAL	IMPACT	REASON	ORIGINAL	TOTAL REVISED	TOTAL % OF CHANGE
Change Order #05	5.2	\$0.00	\$71,021.00	\$71,021.00	<i>CFI-016R1-03A - Exterior Value Engineering - furnish and install Chain Link fence and gates in lieu of architectural steel and Verticade materials per Value Engineering revisions captured within CCD-019A. This CFI covers all costs for material, labor and equipment required to complete the chain link fence & gate scope of work. Deductive CFI's for the eliminated materials and systems have been submitted a separate CFI 016 by Bid Package number.</i>	4/22/25	0	O		\$3,944,474.00	6.64%
	5.3	\$0.00	\$4,517.00	\$4,517.00	<i>CFI-100R1-03A - Removal of Existing Storm Drain Inlet - authorized Inland to proceed with removal and disposal of the Storm Drain Catch Basin per RFI-366.</i>	4/22/25	0	O			
	5.4	\$0.00	\$25,512.00	\$25,512.00	<i>CFI-168R3-03A - Grout @ Existing Storefront Recessed Channel - grouting of the existing storefront recessed channel. This results in a backcharge to Velocity Glazing.</i>	4/22/25	0	O			
	5.5	\$0.00	\$7,455.00	\$7,455.00	<i>CFI-188R2-03A - Patching of Existing Drains - costs for the demo and patching of existing drains @ Stair 3 and Level 3 balconies per RFI 536.</i>	4/22/25	0	DC			
	5.6	\$0.00	\$3,536.00	\$3,536.00	<i>CFI-205R1-03A - RFI 560 - Control Joints at Cast-in-Place Concrete Walls - costs for Inland to cut control joints in the Kiln Yard wall per response to RFI 560.</i>	4/22/25	0	DC			
TOTALS		\$338,907.00	\$224,467.00	\$563,374.00							16.66%

BP #05A BAPKO METALS, INC									\$1,766,968.00		
Change Order #01 Item No. 3.d.4	1.1	\$0.00	(\$86,354.00)	(\$86,354.00)	<i>CFI-016-05A - Exterior Value Engineering Credit - costs for deleted steel columns, beams, clips, etc. deleted in CCD 019A - Value Engineering - Exterior. This CFI finalizes costs for all material, equipment and labor required to complete this deleted scope of work. Deductive/Additional cost CFI's for the eliminated/added materials and systems have been submitted a separate CFI 016 by Bid Package number.</i>	4/22/25	0	O		\$1,662,957.00	-5.89%
	1.2	\$0.00	(\$39,339.00)	(\$39,339.00)	<i>CFI-056R1-05A - Elevator Guiderail Deletion - credit costs to furnish and install elevator hoist beams after they were eliminated per RFI 190. This was clarified after the Elevator Installer stated they were not necessary and that the guiderails would be fastened directly to the concrete shaft walls. This CFI credits all costs for equipment, labor and material required to complete this scope of work.</i>	4/22/25	0	O			
	1.3	\$0.00	\$21,682.00	\$21,682.00	<i>CFI-080-05A - Second Floor Foyer Guardrail - removal and disposal of the existing rail, as well as fabrication and installation of the new railing detailed in Rev-04. This CFI captures additional costs for rail detailed in Rev-04 and a credit for the modification of the existing rail per the bid documents.</i>	4/22/25	0	DC			
TOTALS		\$0.00	(\$104,011.00)	(\$104,011.00)							-5.89%

*Change Order Requested By and/or Reasons: C - Code Compliance; CR-Campus Request; D - District Request; DC - Document Coordination; O - Other Reasons; U - Unforeseen Condition; V - Value Engineering

**CYPRESS COLLEGE, FINE ARTS RENOVATION PROJECT
MULTI-PRIME CONTRACTOR CHANGE ORDERS**

BOARD DATE: April 22, 2025

	NO.	PREVIOUS	CURRENT	CUMULATIVE	DESCRIPTION OF CHANGE ORDER	BOARD APPROVAL	TIME IMPACT	CO REQ. REASON	CONTRACT AMOUNT			
									ORIGINAL	TOTAL REVISED	TOTAL % OF CHANGE	
BP #07A, 07B BEST CONTRACTING SERVICES, INC.									\$1,533,067.00			
Change Order #01	1.1	\$0.00	(\$110,309.00)	(\$110,309.00)	CFI-016-07A - CCD 019A - Value Engineering - Exterior - deduct the costs associated with all labor, equipment, and materials to furnish and install the Vert-A-Cade 1100 Screen System that was descope as a part of CCD 019A.	4/22/25	0	DC				
	1.2	\$0.00	\$5,661.00	\$5,661.00	CFI-154R1-07A - Temporary Waterproofing at Roof Penetrations - Best Contracting to install temporary waterproofing/protection at all roof penetrations prior to the complete installation of the PVC roof due to incoming rain events.	4/22/25	0	CR				
	1.3	\$0.00	\$5,391.00	\$5,391.00	CFI-181-07A - Revised detail at Mechanical Duct Roof Curbs - additional labor required to install roofing at the mechanical duct penetration roof curbs identified in RFI 464.01, as the insulation had to be cut at a 45 degree angle due to the revised curb being sloped.	4/22/25	0	DC				
	1.4	\$0.00	\$12,522.00	\$12,522.00	CFI-182-07A - RFI 481 - Revised Parapet Roof Detail - installation of an additional termination bar and hot air weld at the roof parapet walls per RFI 481. The parapet walls could not be installed to be perfectly aligned with the roof membrane due to different insulation thicknesses at each wall. This CFI only includes the additional labor and materials for the added termination bar and hot air weld at the base of the parapet, not the contractual scope at the top of the parapet.	4/22/25	0	DC				
	1.5	\$0.00	\$24,336.00	\$24,336.00	CFI-185-07A - CCD-083B - installation of the new section of roofing above the elevator shaft and to incorporate new detail revisions to the roofing above stair 2 and 3, as noted in CCD 083B.	4/22/25	0	DC				
TOTALS		\$0.00	(\$62,399.00)	(\$62,399.00)								-4.07%
BP #08B VELOCITY GLAZING, INC									\$1,474,500.00			
Change Order #01	1.1	\$0.00	(\$25,512.00)	(\$25,512.00)	CFI-168R3-08B - Grout @ Existing Storefront Recessed Channel - Transfer of scope of IBCC to grout the existing storefront channel in preparation for the new storefront system The CFI finalizes the reduction of contract value from Velocity Glazing to cover all material equipment and labor associated with the Inland backcharge.	4/22/25	0	O				
	TOTALS		\$0.00	(\$25,512.00)	(\$25,512.00)							
BP #22A VERNE'S PLUMBING, INC.									\$2,105,500.00			
Change Order #01	1.0	\$8,888.00	\$0.00	\$8,888.00		2/25/25					\$2,114,388.00	0.42%
Change Order #02	2.0	\$45,286.00	\$0.00	\$45,286.00		3/25/25					\$2,159,674.00	2.15%

Item 3.d.5

*Change Order Requested By and/or Reasons: C - Code Compliance; CR-Campus Request; D - District Request; DC - Document Coordination; O - Other Reasons; U - Unforeseen Condition; V - Value Engineering

**CYPRESS COLLEGE, FINE ARTS RENOVATION PROJECT
MULTI-PRIME CONTRACTOR CHANGE ORDERS**

BOARD DATE: April 22, 2025

	NO.	PREVIOUS	CURRENT	CUMULATIVE	DESCRIPTION OF CHANGE ORDER	BOARD	TIME	CO REQ.	CONTRACT AMOUNT		
						APPROVAL	IMPACT	REASON	ORIGINAL	TOTAL REVISED	TOTAL % OF CHANGE
Change Order #03	3.1	\$0.00	\$3,470.00	\$3,470.00	CFI-154R1-22A - Roof Penetrations Temporary Waterproofing - install temporary storm drain piping to tie-in the roof drains prior to drywall top-down. This allowed the roof to drain during rain events, and prevented water damage at the interiors.	4/22/25	0	CR		\$2,166,355.00	0.32%
	3.2	\$0.00	\$3,211.00	\$3,211.00	CFI 202-22A - CCD-080B - Emergency Eye Wash - provide an additional Emergency Eyewash per CCD-080B. This CFI captures costs for all equipment, labor and material necessary to complete this scope of work.	4/22/25	0	CR			
TOTALS		\$54,174.00	\$6,681.00	\$60,855.00							2.89%

BP #26A AJ KIRKWOOD									\$13,492,000.00		
Change Order #01	1.0	\$27,250.00	\$0.00	\$27,250.00		7/23/24				\$13,519,250.00	0.20%
Change Order #02	2.0	(\$92,729.00)	\$0.00	(\$92,729.00)		11/12/24				\$13,426,521.00	-0.69%
Change Order #03	3.0	(\$10,054.00)	\$0.00	(\$10,054.00)		12/17/24				\$13,416,467.00	-0.07%
Change Order #04	4.1	\$0.00	(\$24,043.00)	(\$24,043.00)	CFI-015-26A - CCD-004 - Value Engineering - Light Fixture Deduct - Value Engineering effort associated with CCD-004A. As is relates to BP26A, CCD-004A updated the lighting fixture schedule for fixture types F11, F14A, F14B, & F15, as coordinated between DLR and AJK. The CCD also includes various adds, deletes, and changes detailed in the drawings. This CFI captures costs for all equipment, labor and material associated with the lighting fixture changes per the CCD.	4/22/25	0	O		\$12,829,725.00	-4.35%
	4.2	\$0.00	(\$560,549.00)	(\$560,549.00)	CFI-021-26A - CCD-008A - Site Utility Coordination/Revisions (Deduct) - Value Engineering Costs associated with maintaining the existing electrical and telecom ductbank to remain per CCD-010BR1 versus installing a new ductbank and cabling as originally shown in the contract documents. The removed scope includes the following: - Saw cutting existitng asphalt/concrete - Potholing - Medium Voltage Cabling - Telecom Cabling - Grounding - Cable Terminations and Testing - Excavation/Backfill - Asphalt/Concrete Patching	4/22/25	0	O			
	4.3	\$0.00	\$22,213.00	\$22,213.00	CFI-058-26A - CCD-044B - BDF Room Layout Revisions - CCD-044B revised the layouts in the BDF rooms based upon underground revisions. Changes include: - Added receptacles - Added J-Boxes - Added circuits to panels	4/22/25	0	DC			
	4.4	\$0.00	(\$8,028.00)	(\$8,028.00)	CFI-098R1-26A - CCD-027B - Analog Wall Clocks - revisions to the PoE wall clock types and sizes throughout the building, and will result in an overall credit to the College.	4/22/25	0	DC			

Item No. 3.d.6

*Change Order Requested By and/or Reasons: C - Code Compliance; CR-Campus Request; D - District Request; DC - Document Coordination; O - Other Reasons; U - Unforeseen Condition; V - Value Engineering

**CYPRESS COLLEGE, FINE ARTS RENOVATION PROJECT
MULTI-PRIME CONTRACTOR CHANGE ORDERS**

BOARD DATE: April 22, 2025

	NO.	PREVIOUS	CURRENT	CUMULATIVE	DESCRIPTION OF CHANGE ORDER	BOARD	TIME	CO REQ.	CONTRACT AMOUNT		
						APPROVAL	IMPACT	REASON	ORIGINAL	TOTAL REVISED	TOTAL % OF CHANGE
	4.5	\$0.00	(\$16,335.00)	(\$16,335.00)	CFI-129-26A - RFI 324 - Removal of Future Solar Conduits - cost deduction associated with the removal of the future solar conduits. RFI 329 was submitted to request going from four(4) conduits per note #2 on sheet E5.1, to two(2) conduits due to a conflict in BIM. The RFI response ultimately stated that Note #2 is void, and requested a deduct due to the removal of the scope.	4/22/25	0	DC			
TOTALS		(\$75,533.00)	(\$586,742.00)	(\$662,275.00)							-4.91%

BP #33A INTERPIPE, INC									\$1,348,000.00		
Change Order #01	1.0	\$4,335.00	\$0.00	\$4,335.00		11/12/24	0	O		\$1,352,335.00	0.21%
Change Order #02	2.1	\$0.00	(\$1,556.00)	(\$1,556.00)	CFI-100-33A - Removal of Existing Storm Drain Inlet (Scope Transferred to IBCC) - scope transfer associated with Inland removing and disposing of the Storm Drain Catch Basin per RFI 366.	4/22/25	0	O		\$1,350,779.00	-0.12%
TOTALS		\$4,335.00	(\$1,556.00)	\$2,779.00							0.21%

ALL PRIME GRAND TOTAL		(\$189,328.00)	(\$587,578.00)	(\$776,906.00)						\$57,209,914.00	-1.36%
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OVERALL CONTRACT SCHEDULE SUMMARY	
Notice to Proceed Date	4/1/24
Original Contract Duration (Calendar Days)	819
Original Contract Completion (Date)	6/29/26
Previous Extension Days Approved	0
Proposed CO Days Requested	0

Item No. 3.d.7

*Change Order Requested By and/or Reasons: C - Code Compliance; CR-Campus Request; D - District Request; DC - Document Coordination; O - Other Reasons; U - Unforeseen Condition; V - Value Engineering

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	April 22, 2025	Information	_____ X _____
		Enclosure(s)	_____
SUBJECT:	Enter into Phase 1 for with Trane U.S., Inc. for the Central Plant Upgrade Project at Cypress College		

BACKGROUND: Cypress College will be entering into Phase 1 of the Central Plant Upgrade Project with Trane U.S., Inc. (“Trane”). The District is authorized to contract with Trane pursuant to Public Contract Code section 20661, Education Code section 72670.5, and the cooperative contract CollegeBuys Master Services Agreement (Agreement No. 00005098) with the Foundation for California Community Colleges. This agreement allows Community College districts to obtain goods and services through a Chancellor’s procurement contract without having to conduct an independent local bidding process. The Board of Trustees approved the use of cooperative contracts on April 27, 2021.

The project will involve expanding the capacity of the existing south central plant by installing new chillers, reconfiguring piping to support the entire campus loop, and refurbishing the cooling towers in both the north and south central plants. Phase 1 will focus on conducting field investigations to assess existing conditions, creating schematic design documents, and finalizing the Guaranteed Maximum Price (“GMP”) for turnkey services. This will set the stage for Phase 2, which will include completing the design documents, securing Division of the State Architect approval, and carrying out the necessary construction work.

Phase 1 is expected to be completed within 60 working days after the Notice to Proceed is issued, with a fixed fee of \$117,805. However, due to the anticipated costs of Phase 2, estimated at approximately \$3,000,000, the College is submitting this item for informational purposes. A separate agenda item will be presented to the Board of Trustees at a later time when the College is ready to proceed with Phase 2, including a GMP for design development through DSA closeout.

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, Cypress College and Mireille Hernandez, Interim District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #3 – Stewardship of Resources: NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning; and Direction #5 – Physical Environment: NOCCCD will be a leader in creating accessible and sustainable facilities that support student and employee success.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: This project will be funded by Measure J.

RECOMMENDATION: It is recommended that the Board receive information related to the upcoming Cypress College Central Plant Upgrade project.

Fred Williams

Recommended by

B. V. Dift Bredl

Approved for Submittal

3.e.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	
DATE:	April 22, 2025	Information	
		Enclosure(s)	
SUBJECT:	Amend Agreement with Geotechnical Solutions Inc for Geotechnical Services for the Maintenance & Operations Project at Fullerton College		

BACKGROUND: On October 12, 2023, the District entered into an agreement with Geotechnical Solutions Inc. for Geotechnical Services (Geotech) for the Fullerton College Maintenance & Operations Project for a total contract amount not to exceed \$60,000, including all project-related expenses.

Due to unforeseen conditions, additional observations and testing were required for the project, causing scheduling changes. Amendment #4 increases the contract by \$10,000, bringing the total contract amount from \$125,000 to \$135,000. The following table provides additional details:

	Additional Scope of Work	Amount
Initial Contract	Geotechnical Services	\$60,000
Amendment #1	Additional excavation due to high moisture levels, new soil, undocumented underground infrastructure and utility lines.	\$30,000
Amendment #2	Additional Geotechnical engineering observation and testing services during construction.	\$20,000
Amendment #3	Work that was previously under the City of Fullerton has been added to project scope and will require Geotechnical observation and inspection.	\$15,000
Amendment #4	Due to unforeseen conditions causing scheduling changes, additional observation and testing is required for the project	\$10,000
	TOTAL	\$135,000

This agenda item was submitted by Henry Hua, Vice President, Administrative Services, Fullerton College, John Erickson, Project Manager, Campus Capital Projects, Fullerton College, and Mireille Hernandez, Interim District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #3: NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision making and integrated planning. And also to Direction #5: NOCCCD will be a leader in creating accessible and sustainable facilities that support student and employee success.

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

FUNDING SOURCE AND FINANCIAL IMPACT: These services will be charged to the Measure J Bond and Local fund.

RECOMMENDATION: Authorization is requested to amend the agreement with Geotechnical Solutions Inc. for Geotechnical Services for the Maintenance & Operations Project at Fullerton College by \$10,000, increasing the total contract amount not to exceed from \$125,000 to \$135,000, including all project-related expenses. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

B. V. dist BndM

Approved for Submittal

3.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	
DATE:	April 22, 2025	Information	
		Enclosure(s)	
SUBJECT:	Enter into Amendment #2 with BNBuilders, Inc for RFQ/RFP #2021-09, Chapman Newell Instructional & Maintenance & Operations Building at Fullerton College		

BACKGROUND: On July 27, 2021, the Board awarded a contract to BNBuilders, Inc. for \$3,214,969 to provide preconstruction and design services for the Chapman Newell Instructional Building and Maintenance & Operations Building at Fullerton College.

On March 28, 2023, the Board approved Amendment #1, increasing the contract by \$1,912,480 for a new total contract amount of \$5,127,449, to authorize the pre-order of critical equipment necessary to maintain the project timeline.

The District and College are requesting Board approval for Amendment #2, for a deductive change order in the amount of \$17,544 for unused allowances. The revised contract amount is \$5,109,905.

Description	Amount
Original Contract Amount	\$3,214,969
Amendment #1 (3/28/23)	\$1,912,480
Revised Contract Amount	\$5,127,449
Amendment #2	(\$17,544)
Final Contract Amount	\$5,109,905

This agenda item was submitted by Henry Hua, Vice President Administrative Services, Fullerton College, John Erickson, Project Manager, Campus Capital Projects, Fullerton College, and Mireille Hernandez, Interim District Director, Purchasing

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehousing; Board Policy 6340, Bids and Contracts; and Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: The services performed in this agreement are funded by Measure J Bond.

RECOMMENDATION: Authorization is requested to approve Amendment #2 for BNBuilders, Inc., RFQ/RFP #2021-09, Chapman Newell Instructional Building and M&O Building at Fullerton College, decreasing the contract amount by \$17,544 from \$5,127,449 to \$5,109,905. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

B. V. dist Brad M
Approved for Submittal

3.g.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: April 22, 2025 Resolution
SUBJECT: Amend Agreement for Approved Utilization Information
of the Owner Controlled Insurance Enclosure(s)
Program (OCIP) for District Construction
Projects through Arthur J. Gallagher and
Captive Insurance for Public Agencies at
Fullerton College

BACKGROUND: On October 24, 2023 meeting, the Board approved the use of the Owner Controlled Insurance Program (OCIP) through Arthur J. Gallagher with a deductible buy down through Captive Insurance for Public Agencies with the understanding that a future agenda item would be brought before the Board once quotes were obtained for either a District project or a series of construction projects. Since then, the District has moved forward with the Chapman Newell/Maintenance and Operations Building at Fullerton College for a total contract amount of \$413,232.45.

Due to weather-related delays and public utility disruptions caused by the Eaton Fire, the construction timeline for the Chapman Newell and Maintenance and Operations buildings at the College has been extended. As a result, because it is date driven, an additional \$7,589 for builder's risk is required to cover the extended insurance costs, bringing the total contract amount from \$413,232.45 to \$420,821.45 and extending the policy date from March 4, 2025, to June 24, 2025.

This agenda item was submitted by John Erickson, Project Manager, Campus Capital Projects; Henry Hua, Vice President, Administrative Services; Richard Williams, District Director, Facilities Planning & Construction and Mireille Hernandez, Interim District Director, Purchasing.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6540, Insurance.

FUNDING SOURCE AND FINANCIAL IMPACT: Funding for the coverage would be charged directly to the project.

RECOMMENDATION: Authorization is requested to increase the agreement with Arthur J. Gallagher & Company and Captive Insurance for Public Agencies to obtain insurance for the Fullerton College Chapman Newell/Maintenance and Operations Building by \$7,589.00 for builder's risk coverage, for a new contract amount from \$413,232.45 to \$420,821.45, and extend the policy date from March 4, 2025, to June 24, 2025. Authorization is further requested for the Vice Chancellor, Finance and Facilities or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

B. V. dist BndM

Approved for Submittal

3.h.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X
 Resolution
 Information
 Enclosure(s)

DATE: April 22, 2025

SUBJECT: RFQ #2425-03, Request for Qualifications
 (RFQ) for Civil Engineering and Land
 Surveying Consultant Services for
 Districtwide Projects

BACKGROUND: In October 22, 2024, the District issued a request for qualifications (RFQ) for civil engineering and land surveying consultant services for Districtwide projects. The RFQ’s aim was to pre-qualify firms that demonstrate the highest level of experience and capability to provide civil engineering and land surveying consultant services. The selected firms will comprise the pool of civil engineering and land surveying firms to provide civil engineering and land surveying consultant services for Districtwide projects and replace the previous pool approved on July 28, 2015.

The District received proposals from 9 firms. Eight (8) firms were selected to be part of the civil engineering and land surveying consultant pool. The one (1) firm that were not selected did not meet the prerequisites. The 8 selected firms are as follows:

COMPANY	CIVIL ENGINNERING Yes / No	LAND SURVEYING Yes / No
BKF Engineers	Yes	Yes
Guida	No	Yes
Hunsaker & Assoc Irvine Inc	No	Yes
IDS Group	No	Yes
IMEG Consultants Corp	Yes	Yes
KPFF Inc	Yes	Yes
Psomas	Yes	Yes
DEA	Yes	Yes

The District intends to employ the civil engineering and land surveying consultant services on an as-needed basis to serve various roles in support of the District’s facilities construction program. Pre-qualified firms will remain in the civil engineering and land surveying consultant pool for a minimum of three (3) years with an option to extend eligibility

for another two years and not to exceed five (5) years. After three (3), or with the optional five (5), successive years of eligibility, qualified firms must re-qualify for the pool.

This agenda item was submitted by Mireille Hernandez, Interim District Director, Purchasing and Richard Williams, District Director, Facilities Planning & Construction.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: There is no financial impact.

RECOMMENDATION: Authorization is requested to establish a pool of civil engineering and land surveying firms to provide civil engineering and land surveying consultant services for Districtwide projects. The pre-qualified firms will remain in the civil engineering and land surveying consultant pool for a minimum of three (3) years with an option to extend for another two (2) years and not to exceed five (5) years. The terms and conditions of the employment of the Consultant selected for a specific project will be set forth in an agreement.

Fred Williams

Recommended by

B. V. dist Brad M
Approved for Submittal

3.i.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: April 22, 2025
SUBJECT: Fullerton College Donations

Action X
Resolution
Information
Enclosure(s)

BACKGROUND: Businesses and individuals frequently make monetary donations or donate supplies and equipment that are of value to Fullerton College and its instructional programs.

This agenda item was submitted by Dr. Cynthia Olivo, President, Fullerton College.

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

How does this relate to Board Policy: This item is in compliance with Board Policy 3820, Gifts and Donations.

FUNDING SOURCE AND FINANCIAL IMPACT: The monetary and supplies/equipment donations to Fullerton College will assist with expenses associated with the Fullerton College instructional programs and departments which would otherwise be funded through the division budgets.

RECOMMENDATION: Authorization is requested for Fullerton College to accept the following donations:

To the Fullerton College Physical Education Division:

- \$300 check – Gerald Padilla
- \$500 check – Gerald Padilla

To the Fullerton College Physical Education Division, Baseball:

- \$10,000 check – Greg R. Larson
- \$300 check – Jesse N. and Doreen Castro
- \$100 check – John Barra

To the Fullerton College Physical Education Division, Softball:

- \$400 check – Rodendo Mendoza and Isela Mendoza

Fred Williams

Recommended by


Approved for Submittal

3.j

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: April, 22 2025

SUBJECT: Academic Personnel

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

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by


Approved for Submittal

4.a.1

Item No.

Academic Personnel
April 22, 2025

RETIREMENTS

Feaster, Jeffery FC Instructor, Horticulture
Last Date of Employment: 05/31/2025
PN FCF916

NEW PERSONNEL

Azizi, Mirwais NOCE Director, Distance Education
12-month position (100%)
Range 21, Column F + Doctoral
Management Salary Schedule
Eff. 05/01/2025
PN SCM966

ADDITIONAL DUTY DAYS @ PER DIEM

Page, Jennifer CC Forensics Coach 11 days

FACULTY SABBATICAL LEAVES

Rhymes, Regina CC Sociology Instructor
Eff. 2025 Fall Semester

LEAVE OF ABSENCE

@00691225 FC Family Medical Leave (FMLA/CFRA)
Paid Leave Using Regular and Supplemental Sick
Leave Until Exhausted; Unpaid Thereafter
Eff. 3/31/2025 – 6/2/2025 (Consecutive Leave)

@01510153 CC Family Medical Leave (FMLA/CFRA)
Paid Leave Using Regular and Supplemental Sick
Leave Until Exhausted; Unpaid Thereafter
Eff. 4/7/2025 – 6/1/2025 (Consecutive Leave)

@01472565 FC Family Medical Leave (FMLA/CFRA)
Paid Leave Using Regular and Supplemental Sick
Leave Until Exhausted; Unpaid Thereafter
Eff. 3/24/2025 – 6/2/2025 (Consecutive Leave)

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2025 SUMMER INTERSESSION

Brito, Julian NOCE Column 2, Step 1
Carmona, Osualdo NOCE Column 2, Step 1
Olander, Chavva FC Column 1, Step 1
Wodka, Aaron FC Column 1, Step 1

Academic Personnel
April 22, 2025

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2025 FALL SEMESTER

Kim, En A	NOCE	Column 3, Step 1
Park, So Im	NOCE	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Oshima, Amy	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Costello, Jeanne	FC	Race-Conscious Certificate Stipend not to exceed \$1,000.00 Eff. 04/23/2025-05/09/2025
Delshad, Archie	FC	Race-Conscious Certificate Stipend not to exceed \$1,000.00 Eff. 04/23/2025-05/09/2025
Gonzalez-Stone, Debra	NOCE	@ONE Online Teaching Certificate Training Stipend not to exceed \$250.00 Eff. 08/12/2025-08/20/2025
Henderson, Angela	FC	Race-Conscious Certificate Stipend not to exceed \$1,000.00 Eff. 04/23/2025-05/09/2025
Juarez, Anita	FC	Race-Conscious Certificate Stipend not to exceed \$1,000.00 Eff. 04/23/2025-05/09/2025
Vandervort, Kim	FC	Race-Conscious Certificate Stipend not to exceed \$1,000.00 Eff. 04/23/2025-05/09/2025

CORRECTION TO BOARD AGENDA OF MARCH 25, 2025 LEAVE OF ABSENCE

Wolfe, Jeana	FC	Psychology Instructor Load Banking Leave with Pay (6.67%) Eff. 2025 Spring Semester
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X

DATE: April 22, 2025

Resolution

Information

SUBJECT: Classified Personnel

Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

4.b.1

Item No.

Classified Personnel
April 22, 2025

NEW PERSONNEL

Agredano, Magaly	FC	Special Projects Coordinator, Guided Pathways Starfish & Program Mapper Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 05/01/2025 – 06/30/2025 Eff. 07/01/2025 – 06/30/2026 PN FCT999
Gonzalez, Joel	FC	Project Manager, Campus Capital Projects 12-month position (100%) Range 24, Column E Management Salary Schedule Eff. 06/02/2025 PN FCM950
Hoang, Alexander	CC	Tutorial Services Coordinator, Writing Center 12-month position (100%) Range 40, Step E Classified Salary Schedule Eff. 06/02/2025 PN CCC557

REHIRE

Delira, Mary Helen	CC	Facilities Custodian I 12-month position (100%) Range 27, Step E + 10% Shift Classified Salary Schedule Eff. 04/15/2025 PN CCC905
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PROMOTION

Marathe, Nishad	CC	Financial Aid Technician 12-month position (100%) PN CCC849 To: Financial Aid Coordinator 12-month position (100%) Range 40, Step D + 15% Longevity Classified Salary Schedule Eff. 05/01/2025 PN CCC970
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Classified Personnel
April 22, 2025

Tran, Jeanne CC Executive Assistant II, VP Administrative Services
12-month position (100%)
PN CCC677

To: AC Human Resources Specialist
12-month position (100%)
Range 24C, Step F + 10% Longevity + PG&D
Confidential Salary Schedule
Eff. 05/01/2025
PN DEN991

VOLUNTARY CHANGES IN ASSIGNMENT

Gladen, Bianca FC Administrative Assistant II (100%)

Temporary Change in Assignment
To: Administrative Assistant III, Inst. Effectiveness
12-month position (100%)
Range 41, Step B
Classified Salary Schedule
Eff. 04/23/2025 – 06/30/2025
Eff. 07/01/2025 – 04/30/2026
PN FCC568-TR

REVISION OF CONTRACT

Diaz, Erik NOCE Special Project Coordinator, NOCE Basic Skills
Temporary Management Position (100%)
Range 1, Special Project Admin Daily Rate Schedule

To: Interim Manager, BS/HSD/GED/C Prep
Management Position (100%)
Column 14, Step A
Management Salary Schedule
Eff. 03/01/2025 – 06/30/2025
PN SCM969-TR

PROFESSIONAL GROWTH & DEVELOPMENT

Quinn, Johnathan	FC	Manager, Maintenance/Operations (100%) 1 st Increment (\$400) 2 nd Increment (\$400) Eff.07/01/2025 3 rd Increment (\$400) 4 th Increment (\$400) Eff. 07/01/2026 5 th Increment (\$400) Eff. 07/01/2027
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STIPEND FOR ADDITIONAL AMINISTRATIVE DUTIES

McLellan, Melisa	FC	Executive Assistant II, (100%) Extension of 6% Stipend Eff. 04/01/2025 – 06/30/2025 PN FCC966
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LEAVES OF ABSENCE

@01995032	FC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 3/10/2025 – 4/6/2025 (Consecutive Leave)
@01963522	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 3/3/2025 – 4/13/2025 (Consecutive Leave)
@00157690	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 4/14/2025 – 6/9/2025 (Consecutive Leave)
@01592254	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 6/2/2025 – 7/17/2025 (Consecutive Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: April 22, 2025
SUBJECT: Professional Experts

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

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

B. V. dist Brub

Approved for Submittal

4.c.1

Item No.

Professional Experts
April 22, 2025

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Alvarez, Michel	FC	Assistant Coach 1	Assistant coach to Intercollegiate Team	26	03/11/2025	05/30/2025 Intermittent
Anderson, Shyla	FC	Project Expert I	Student Success Advocate	26	03/31/2025	06/30/2025
Ashenmiller, Joshua	FC	Technical Expert II	Program Review Reader	10	04/07/2025	05/31/2025
Avina, Kailee	FC	Project Expert I	Game Management Assistant	20	04/08/2025	05/30/2025
Carter, Teryn	FC	Technical Expert II	Jazz Festival Support	16	04/14/2025	04/28/2025
Clifton, Antonio	FC	Assistant Coach 1	Assistant Coach to Intercollegiate Team	26	04/08/2025	05/30/2025
Covey, Kendyl	CC	Technical Expert II	Peer Tutor Program Coordinator	40	03/24/2025	06/30/2025
De La Mora, Jamie	NOCE	Technical Expert II	Curriculum Development for Parenting Program	26	03/31/2025	04/04/2025
Goding, Sara	FC	Project Expert I	Project Expert I	26	03/26/2025	06/30/2025
Gonzalez, Alyssa	CC	Project Expert I	Perkins Aviation and Travel	4	04/14/2025	05/30/2025
Gonzalez, Amber	FC	Technical Expert I	ETHS Curriculum/Website Updates	40	02/12/2025	06/30/2025
Gopar, Gary	CC	Technical Expert II	Commencement Music – National Anthem	15	04/16/2025	05/30/2025
Gutierrez, Ruth	CC	Technical Expert II	Summer Bridge Transfer	10	03/17/2025	05/01/2025
Lam, Dimitri	AC	Project Expert II	Procurement Fiscal Year-End Project	26	04/07/2025	06/30/2025
Lopez, David F.	FC	Technical Expert II	Program Review Reader	10	04/07/2025	05/31/2025
Lozinsky, Richard	FC	Technical Expert II	Field Trip Driver	26	05/02/2025	05/04/2025
Lozinsky, Richard	FC	Technical Expert II	Field Trip Driver	26	06/10/2025	06/12/2025
Luczon, Chayne Tyler	CC	Technical Expert I	Perkins V Aviation & Travel	10	04/07/2025	05/30/2025
Lyons, Robert	FC	Technical Expert I	Construction yard technical expert	26	04/07/2025	06/30/2025
Mikhaeil, John	FC	Technical Expert I	Construction yard technical expert	26	04/07/2025	06/30/2025
Miller, Ryan	CC	Project Expert I	Perkins V Aviation & Travel	10	04/07/2025	05/30/2025
Nakamura-Robinson, Tanner	FC	Assistant Coach 1	Assistant Coach to Cheer Squad	26	03/22/2025	03/30/2025

Professional Experts
April 22, 2025

Nevarez, Rachel	FC	Technical Expert II	Program Review Reader	10	04/07/2025	05/31/2025
Nguyen, Julia	FC	Technical Expert I	Student Support Resource Management	26	04/07/2025	06/30/2025
Paige, Deborah	FC	Technical Expert II	Program Review Reader	10	04/07/2025	05/31/2025
Persichilli, Christopher	FC	Technical Expert II	Program Review Reader	10	04/07/2025	05/31/2025
Pickler, Scott	CC	Assistant Coach 5	Assistant Coach Intercollegiate Team	26	02/16/2025	04/15/2025
Retz, Samantha	FC	Project Expert I	Student Success Advocate	26	03/31/2025	06/30/2025
Rodriguez, Luciano	FC	Technical Expert II	Program Review Reader	10	04/07/2025	05/31/2025
Rosas, Roxanne	FC	Project Expert I	High School Theatre Festival 2025 Judging	10	03/28/2025	03/29/2025
Sanchez, Starlina	FC	Project Expert I	Student Success Advocate	26	03/31/2025	06/30/2025
Shah, Shaival	AC	Project Expert II	Processing HR Tasks	26	04/09/2025	06/30/2025
Sharp, Cara	CC	Technical Expert II	Instructional Content & Resource Developer	26	06/01/2025	06/30/2025
Sutton, Kaylynn	FC	Project Expert I	High School Theatre Festival 2025 Judging	10	03/28/2025	03/29/2025
Teipe, William	NOCE	Technical Expert II	Office Assistant I-BEST SP25 Planning/Revision (NOCE ESL)	16.5	12/18/2024	01/11/2025
Vu, Lucy	CC	Technical Expert II	Professional Expert for Career Development	10	06/01/2025	06/30/2025

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: April 22, 2025

SUBJECT: Hourly Personnel

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

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

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

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

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

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

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

Irma Ramos

Recommended by



Approved for Submittal

4.d.1

Item No.

Hourly Personnel
 April 22, 2025

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Casillas, Iris	CC	Clerical - Support Services for the Maintenance and Operations dept	05/05/25	06/30/25	TE B 3
Casillas, Iris	CC	Clerical - Support Services for the Maintenance and Operations dept	07/01/25	09/30/25	TE B 3
Casillas, Iris	CC	Clerical - Support Services for the Maintenance and Operations dept	12/02/25	03/02/26	TE B 3
Casillas, Iris	CC	Technical - Assistance in the Financial Aid Office	05/28/25	06/30/25	TE B 1
Leal, Joac (John)	CC	Service/Maint - Assist with Grounds Dept with landscaping work	05/05/25	06/30/25	TE B 4
Ly, Hoai Phong	CC	Service/Maint - Assist Facilities Dept w/set-up and warehouse	05/02/25	06/30/25	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Badolian, Grace	CC	Work Study Student - Assist Students, Faculty in STEM Center	4/23/2025	6/30/2025	TE A 1
Garcia, Yen	CC	Work Study Student - Assist in Financial Aid Front Counter, Cranium Café	4/28/2025	6/30/2025	TE A 1

Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Perez Mendez, Floiberto	FC	Technical - Substitute for Classified employee on leave	04/23/25	06/30/25	TE B 4

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: April 22, 2025

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by


Approved for Submittal

4.e.1

Item No.

Volunteer Personnel
April 22, 2025

Volunteers

Name	Site	Program	Begin	End
Murrieta, Nathaniel	FC	DSS – Counseling and Student Development Intern	03/26/25	05/30/25
Ramirez, Christopher	CC	DSS – In Class Aide Disability Support Services	04/07/25	06/30/25
Vandiver, Jason	FC	Physical Education/Athletic Trainer - Football	04/07/25	05/31/25

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	April 22, 2025	Resolution	_____
SUBJECT:	2025 Board of Trustees Assessment	Information	X
		Enclosure(s)	X

BACKGROUND: In accordance with the accreditation standards recommended by the Accrediting Commission for Community and Junior Colleges, the Board of Trustees adopted an assessment process on August 26, 1997, which includes the distribution of an assessment instrument to all Board members and those District staff members who regularly participate at Board meetings. The assessment instrument was last revised at the Board meeting of February 27, 2024.

The assessment instrument was distributed electronically on March 11, 2025, and 16 completed instruments were submitted to the Chancellor's Office. Evaluation summaries are provided and include:

- Responses from seven Trustees and two Student Trustees (pages 5.a.2 – 5.a.14)
- Responses from four Resource Table members and three audience members (pages 5.a.15 – 5.a.27)

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

How does this relate to Board Policy: This item is in accordance with Board Policy 2745, Board Self-Evaluation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board review the 2025 Board assessment summaries.

Type text here

Byron D. Clift Breland
Recommended by


Approved for Submittal

5.a.1
Item No.

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning programs and services.					
1.	The Board has clearly defined institutional goals with desired outcomes both short and long-term.	7.5	83%	Excellent	<ul style="list-style-type: none"> We have goals, but perhaps we should check in with these more often. This will be defined at the board retreat. As a new Student Trustee, I've been consistently impressed by the Board's strategic clarity and commitment to student success. The mission and vision are not only well established but also embedded in policy decisions, which strongly reflects a student-centered focus.
		1.5	17%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		*.5 scores reflect a "3.5" rating provided by one respondent.
2.	The Board's highest priority is student learning and student success.	5	56%	Excellent	<ul style="list-style-type: none"> It would be beneficial to learn of students experiences.
		4	44%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
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.	8	89%	Excellent	<ul style="list-style-type: none"> The Board regularly receives updates in the form of meeting presentations and reviews policies.
		1	11%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
3b.	The Board reviews the mission and vision statements every three years.	8	89%	Excellent	<ul style="list-style-type: none"> The mission and vision was established.
		0	0%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		1	11%	No Knowledge of	
Totals		9	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
3c.	The Board regularly reviews its policies to be consistent with its mission.	8	89%	Excellent	<ul style="list-style-type: none"> • Policies were recently reviewed and revised. • The long-term planning of the Board, especially through the strategic plan, reflects foresight and alignment with student needs. I appreciate how the mission and vision are revisited regularly, ensuring relevance and responsiveness to our evolving educational landscape.
		1	11%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
4.	The Chancellor's goals, as affirmed by the Board, establish priorities that are both strategic and manageable and provide Board direction for the administration.	7.5	83%	Excellent	<ul style="list-style-type: none"> • Again, Chancellor's goals are developed but should be checked more than once a year. • This is on-going – needs to be more defined. • The Chancellor's goals are communicated clearly, and the Board provides consistent strategic direction. These priorities help translate vision into impactful action throughout the District.
		1.5	17%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		*.5 scores reflect a "3.5" rating provided by one respondent.
5a.	The Board upholds a code of ethics and conflict of interest policy.	7	78%	Excellent	<ul style="list-style-type: none"> • We have had study sessions and reviewed policies. Brown Act study session should be bi-annually.
		1	11%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
5b.	The Board has a clearly defined policy dealing with violations.	7	78%	Excellent	<ul style="list-style-type: none"> • Unfortunately, the Board is constrained in its options even in the clear presence of violations, but manages to do its best in rectifying situations. • Continuous review of policies – make changes to clarify expectations. • The Board consistently upholds a strong ethical framework. The commitment to integrity and transparency builds trust across the NOCE community.
		2	22%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
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	78%	Excellent	<ul style="list-style-type: none"> Follow up reports of implementation would be helpful. The data driven approach to student achievement is commendable. It shows the Board's dedication to continuous academic improvement and institutional effectiveness.
		2	22%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
7.	The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.	7	78%	Excellent	<ul style="list-style-type: none"> Updates on cybersecurity and supporting programs that help with student retention and sense of belonging.
		2	22%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
8.	The Board regularly evaluates its processes to support continuous improvement.	7	78%	Excellent	<ul style="list-style-type: none"> Regularly – yes if it means once a year. The allocation of resources and the practice of regular self-evaluation ensure the Board stays focused on its mission while promoting accountability and growth.
		1	11%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
<p>Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning programs and services.”</p> <ul style="list-style-type: none"> 4 4 4 3 					

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
As an independent policy-making body that reflects the public interest, the Board acts as a whole. The Board advocates for and defends the institution and protects it from undue influence or political pressures.					
9.	Directions to staff is based on a consensus of a majority of the Board. Individual Board members do not assume authority.	6	67%	Excellent	<ul style="list-style-type: none"> Reminder to all trustees to send questions about board agenda items prior to the board meeting. Board members should be mindful of staff time to respond to requests. There was a huge mistake recently where it appeared one board member was trying to direct the chancellor between public board meetings. This must never happen again. Further ,the actions during this event caused by a single trustee placed the entire board and chancellor at risk of committing a Brown Act violation. We must do better.
		3	33%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
10.	Board members respect each other's opinions.	4	44%	Excellent	<ul style="list-style-type: none"> "Respect" does not necessarily mean "agree with," but everyone is given the opportunity to express their opinions. For the most part, this is true. It has gotten better.
		4	44%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	99%		
11.	Discussions are structured so that all have an opportunity to contribute to the decision.	8.5	94%	Excellent	<ul style="list-style-type: none"> Sometimes the discussion seems to drift. Each Board member including student trustees have an opportunity to provide input.
		0.5	6%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		*.5 scores reflect a "3.5" rating provided by one respondent.
12.	Board members have adequate information upon which to base decisions.	7	78%	Excellent	<ul style="list-style-type: none"> Information never is complete, but there is no evidence that anything important is ever deliberately withheld. District staff provides additional information as needed.
		1	11%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question	Rating	%	Rating Scale	Comments
13. The Board reaches decisions on the basis of study of all available background data and consideration of the recommendation of the Chancellor.	6.5	72%	Excellent	
	2.5	28%	Acceptable	
	0	0%	Needs Improvement	
	0	0%	Unsatisfactory	
	0	0%	No Knowledge of	
Totals	9	100%		*.5 scores reflect a "3.5" rating provided by one respondent.
14. The Board's delegation of administrative authority to the Chancellor is clear to all parties.	4	44%	Excellent	<ul style="list-style-type: none"> The principles are clear, but there is disagreement about what those mean in some cases. Board drifts into administrative areas at times. It seems the limits of the delegation are not well understood by executive staff. The Board demonstrates professionalism and unity. I've observed thoughtful discussions where diverse perspectives are respected, and final decisions are made collaboratively. This collective governance model serves as a strong example of effective leadership.
	4	44%	Acceptable	
	1	11%	Needs Improvement	
	0	0%	Unsatisfactory	
	0	0%	No Knowledge of	
Totals	9	99%		
<p>Overall rating for "The Board acts as a whole."</p> <ul style="list-style-type: none"> 4 3 3.6 4 Overall rating is a 4 with the exception of a terrible week where a single trustee attempted to exceed their authority, between public meetings, to direct the chancellor as an individual and committed acts that exposed the board to a possible Brown Act violation based on the encouragement of non-transparent serial meetings, including a suggestion to funnel document edits to the chancellor behind the scenes in the name of expediency for passing a pet project resolution. This must never happen again. 3 				

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
Board meetings run effectively:					
15.	Board members are punctual to and attend all Board meetings to conclusion.	8	89%	Excellent	<ul style="list-style-type: none"> This is not a problem for us. In some Districts, reportedly it is. Very rare, legitimate reasons for absences.
		1	11%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
16.	The Board reviews agenda materials and is prepared for Board meetings.	8	89%	Excellent	<ul style="list-style-type: none"> Sometimes this seems to be a problem for student trustees. Board members ask pertinent questions for clarification and inform staff of concerns in advance of the meeting.
		0	0%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
17a.	New Board members, including student trustees, receive an orientation to roles and responsibilities and District mission and policies.	7	78%	Excellent	<ul style="list-style-type: none"> Providing a mentor to the student trustees helps as well as attendance at CCLC Student Trustee Training. The Chancellor meets with Board members and facilitates informational meetings, as needed. We discussed having a more structured orientation and ongoing support to student Trustees. Perhaps get feedback from new Board members to see what needs to be added to the orientation.
		2	22%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
17b.	The Board members engage in ongoing professional development.	5.5	61%	Excellent	<ul style="list-style-type: none"> Most do this. Conferences and professional development opportunities are available. Some more than others. It would be ideal to have all Trustees attend a selected annual Conference.
		2.5	28%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		*.5 scores reflect a "3.5" rating provided by one respondent.

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
18.	The Board agendas focus on policy issues that relate to Board responsibilities.	7.5	83%	Excellent	<ul style="list-style-type: none"> As much as possible, but routine issues need to be included. Maybe these are “policy” in the sense that they also are the Board’s responsibility.
		0.5	6%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		*.5 scores reflect a “3.5” rating provided by one respondent.
19.	The Board conducts its meetings in compliance with state laws, including the Brown Act.	8	89%	Excellent	<ul style="list-style-type: none"> Absolutely a high priority. More specificity is needed regarding agendizing items and communication between and among Board members. We were put at risk of violating the Brown Act this year but I don't think we did unless any trustees or the chancellor took the bad advice to participate in a serial meeting. In the context of the Brown Act, a serial meeting through the chancellor refers to a prohibited series of communications, either directly or through intermediaries, used by a majority of a legislative body to discuss, deliberate, or take action on a matter within their jurisdiction, outside of a public meeting. This must never happen.
		0	0%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
20.	Agendas include legislative and state policy issues that impact the District.	6	67%	Excellent	<ul style="list-style-type: none"> The Board approves broad legislative priorities but leaves it to the Chancellor to take positions on bills. Bi-monthly updates could be made to keep the Board updated on the legislative and state priorities/issues that impact the district.
		2	22%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
21.	Board meetings include some education or information time.	8	89%	Excellent	<ul style="list-style-type: none"> Information and updates always are given. There also are scheduled times for education on predetermined topics (such as the District budget status, artificial intelligence development and use, and Board ethics requirements). Presentations are thorough, although occasionally long. Reports and updates are presented regularly to the Board.
		1	11%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
22.	Board meetings provide adequate time for discussion.	8	89%	Excellent	<ul style="list-style-type: none"> • It is a balancing act to provide sufficient time for all to participate in discussion with being efficient during meeting time. • We allow plenty of time for discussion. • Board meetings are organized, purposeful, and inclusive. As a Student Trustee, I felt welcomed from the start and received a thorough orientation. The structure encourages meaningful participation and continuous learning, even for newer members.
		1	11%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		8	100%		

Overall rating for “Board meetings run effectively.”

- 4
- 3.8
- 4
- Overall rating is a 4 for these areas and we have been very good at these areas over the years.
- 3

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
Board members are actively knowledgeable about and engaged in the District community:					
23a.	Board members are knowledgeable about community college and state related issues.	5	56%	Excellent	<ul style="list-style-type: none"> • PD could help in this area.
		3	33%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
23b.	Board members are knowledgeable and take an appropriate role in the accreditation process.	6	67%	Excellent	
		2	22%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
24.	The Board acts as an advocate for community colleges.	3	33%	Excellent	<ul style="list-style-type: none"> • Individually in some cases, and also through NOCCCD's collective legislative lobbying activities. • Some are more involved than others. I believe we could do more.-Be more involved as a Board to help advocate for community colleges.
		5	56%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
25.	Board members are available to District employees for comments and suggestions.	6	67%	Excellent	<ul style="list-style-type: none"> • Trustees are available through a number of channels that anyone is free to access. • Board members should visit campuses and the district office to hear directly from all stakeholders. • Emails are received periodically.
		2	22%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
26.	The Board shows its support for the District through members attending various events.	5.5	61%	Excellent	<ul style="list-style-type: none"> Some more than others, but not everyone has the same time availability. Some more than others.
		3.5	39%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		*.5 scores reflect a “3.5” rating provided by one respondent.
27.	The Board is knowledgeable about the District’s history, values, strengths, and weaknesses.	5.5	61%	Excellent	<ul style="list-style-type: none"> We need to identify and track the weaknesses and work on improving in this area.
		2.5	28%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		*.5 scores reflect a “3.5” rating provided by one respondent.
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.	5	56%	Excellent	<ul style="list-style-type: none"> Yes, but occasional study sessions on the demographics and economic needs of our diverse communities would be helpful. More can be done in this area. Study sessions on demographics, employment, and needs would be helpful.
		2	22%	Acceptable	
		2	22%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
29.	The Board has processes in place for appropriately involving the community in relevant decisions.	7	78%	Excellent	<ul style="list-style-type: none"> Formal processes (such as having community members on some committees), public comment times at every Board meeting, and informal meetings with people at public events.
		1	11%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
30.	The Board helps promote the image of the District in the community.	3	33%	Excellent	<ul style="list-style-type: none"> Trustee participation in community could be more fully developed. The district has a lot of great initiatives and programs that the community may not be aware of. This can be a goal for us. I would like to discuss this further.
		5	56%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
31.	The Board understands the collective bargaining process and its role in the process.	7	78%	Excellent	<ul style="list-style-type: none"> This includes knowing not to insert ourselves inappropriately in the collective bargaining process.
		2	22%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.	5	56%	Excellent	<ul style="list-style-type: none"> We need to work on how to address adopted priorities within the budget.
		3	33%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
33.	The Board gives adequate attention to the mission and goals of the District.	8	89%	Excellent	
		0	0%	Acceptable	
		1	11%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
34.	The Board has a procedure for annual evaluations of the Chancellor.	8	89%	Excellent	
		1	11%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		
35.	The Board demonstrates a good understanding of collegial consultation and related processes.	6	67%	Excellent	<ul style="list-style-type: none"> • The Board maintains a high level of professionalism and decorum. • The Board's involvement in district wide events and their understanding of key processes like accreditation, budgeting, and collective bargaining shows a deep commitment to service. Their efforts to represent and uplift our diverse student population are especially meaningful to me as a student leader.
		3	33%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		9	100%		

Overall rating for “Board members are actively knowledgeable about and engaged in the District community.”

- 4
- 3/4
- 3.7
- 4
- Overall rating is a 4 and the board has been good at these areas over the years. Thank you to all the board members who have been able to attend multiple campus events this year.
- 3
- I give this section an overall rating of 4 – Excellent. The Board members demonstrate a strong understanding of the District’s values, history, and strategic goals. They are actively present at events, engaged with students and staff, and advocate for the needs of the community with professionalism and compassion. Their knowledge of state and community college issues, as well as their involvement in accreditation and policy development, ensures decisions are well-informed and mission driven. As a new Student Trustee, I’ve personally witnessed how approachable, collaborative, and dedicated the Board is to fostering a supportive and inclusive environment for all stakeholders.
- 2

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	7 Trustees and 2 Student Trustees

(All percentages rounded to the nearest whole number)

Question	Rating	%	Rating Scale	Comments
Overall rating for the Board and general comments:				
36.	In general, what rating does the Board as a whole deserve?	<ul style="list-style-type: none"> • 4 • 3/4 • 3.8 • 4 • 4 • 3 • 4 • 2.5 		<ul style="list-style-type: none"> • We often don't realize how far ahead we are of some community college boards in our practices until we go to conferences and hear about what happens at some other districts. • I rate the Board as excellent. Their leadership, professionalism, and genuine dedication to student success reflect an exemplary standard of governance.
37.	General Comments/Suggestions:			
	<ul style="list-style-type: none"> • For the most part our board has done a good job navigating a difficult political climate. • I urge fellow members to view our role as collaborating with the Chancellor as one team in support of the district. It is acceptable to have differences in opinion but these should be underplayed. • We are a good Board. Members represent a variety of backgrounds and viewpoints and we generally work well together. We share a commitment to the mission and have an understanding of relevant issues, laws, policies, and procedures. I give the Board high marks. • The board has been engaged in many positive activities this year. Our district is running smoothly, with strong administrators throughout who are working hard to keep our district well-managed. The past year has brought a new trustee and new student trustees who have each done very well and that has helped our board to remain strong despite losing a longtime board member. These things are all encouraging; they allow the district to maintain stability and to consistently perform well in ways that benefit students, faculty, and staff. • Although we have differences of opinion at times, we are a strong and diverse board, dedicated to work hard to represent the district. • As the first Student Trustee at NOCE, I feel incredibly supported and included. The Board's culture of respect and shared governance fosters an environment where student voices matter. I look forward to continuing to serve alongside such a dedicated team of trustees and contributing to the mission of educational equity and excellence. 			

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning programs and services.					
1.	The Board has clearly defined institutional goals with desired outcomes both short and long-term.	3	43%	Excellent	<ul style="list-style-type: none"> What comes out are more annual goals. Might focus and communicate long-term goals.
		4	57%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
2.	The Board's highest priority is student learning and student success.	3	43%	Excellent	<ul style="list-style-type: none"> This is a very high priority for our Board along with fiscal stability and others. At times, personal or political viewpoints appear to impact decisions without factoring in student success as highest priority. I feel that the majority put student success first, but lately it seems that taxpayers are of higher priority and focus for some.
		0	0%	Acceptable	
		4	57%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
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.	4	57%	Excellent	<ul style="list-style-type: none"> We have Strategic Directions from 2020-2030. Would be good to periodically review.
		3	43%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
3b.	The Board reviews the mission and vision statements every three years.	3	43%	Excellent	<ul style="list-style-type: none"> As a newer member to the resource table, I'm assuming yes.
		4	57%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
3c.	The Board regularly reviews its policies to be consistent with its mission.	4	57%	Excellent	<ul style="list-style-type: none"> In preparation for the accreditation visits, we've been doing a much better job on reviewing policies and procedures.
		3	43%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
4.	The Chancellor's goals, as affirmed by the Board, establish priorities that are both strategic and manageable and provide Board direction for the administration.	4	57%	Excellent	<ul style="list-style-type: none"> Might focus more on communication of the goals, especially down the management line.
		3	43%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
5a.	The Board upholds a code of ethics and conflict of interest policy.	4	57%	Excellent	<ul style="list-style-type: none"> At times, hard to determine if conflict of interest is at play when board members are responding to agenda items. This part of the policy comes to mind "Recognize that the Board of Trustees acts as a whole and that the authority rests only with the Board of Trustees in a legally constituted meeting, not with individual members"
		2	29%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
5b.	The Board has a clearly defined policy dealing with violations.	1	14%	Excellent	<ul style="list-style-type: none"> Uncertain as to the clearly defined policy for violations. Violations are on a case by case basis.
		6	86%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
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.	2	29%	Excellent	
		5	71%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
7.	The Board approves appropriate resources (human, physical, technology, and financial) to support an effective student learning program.	3.5	50%	Excellent	• The Board ratifies the campus decisions.
		2.5	36%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		*.5 scores reflect a “3.5” rating provided by one respondent.
8.	The Board regularly evaluates its processes to support continuous improvement.	3	43%	Excellent	
		2	29%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		1	14%	No Knowledge of	
Totals		7	100%		

Overall rating for “The Board is responsible for establishing policies to assure the quality, integrity, and effectiveness of the student learning programs and services.”

- 4 - Overall , I would say that our Board works towards establishing policies that lead to Student Success and usually stay at the policy level.
- 3
- 3.5
- 3
- 4
- 3.5

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
As an independent policy-making body that reflects the public interest, the Board acts as a whole. The Board advocates for and defends the institution and protects it from undue influence or political pressures.					
9.	Directions to staff is based on a consensus of a majority of the Board. Individual Board members do not assume authority.	2	29%	Excellent	<ul style="list-style-type: none"> • Mostly this occurs. • This is not always the case; there are times when individual trustees try to assume authority and they have to be reminded by other trustees.
		5	71%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
10.	Board members respect each other's opinions.	2	29%	Excellent	<ul style="list-style-type: none"> • Board members don't always agreed, but are usually respectful. • Basing this on only one semester of attendance. I have heard that at times this has not always been the case during prior terms. Not all board members respond to one another in the same professional manner.
		5	71%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
11.	Discussions are structured so that all have an opportunity to contribute to the decision.	4	57%	Excellent	<ul style="list-style-type: none"> • Yes, but at times it seems like the opinions of student trustees are an afterthought.
		3	43%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
12.	Board members have adequate information upon which to base decisions.	4	57%	Excellent	<ul style="list-style-type: none"> • Staff try and provide sufficient information in the agenda item for the Board to make decisions.
		3	43%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
13.	The Board reaches decisions on the basis of study of all available background data and consideration of the recommendation of the Chancellor.	4	57%	Excellent	• Appropriate consultation does not always happen.
		1	14%	Acceptable	
		2	29%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
14.	The Board's delegation of administrative authority to the Chancellor is clear to all parties.	2.5	36%	Excellent	• It seems that some Board members may get too "in the weeds" on certain issues that should probably be delegated to the Chancellor.
		1.5	21%	Acceptable	
		3	43%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		*.5 scores reflect a "3.5" rating provided by one respondent.

Overall rating for "The Board acts as a whole."

- 4 - While the Board doesn't always agree, I think that they do an excellent job of "acting as a whole"...or a least the appearance of acting as a whole.
- 3
- 4
- 4
- 3.8
- 3.5

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
Board meetings run effectively:					
15.	Board members are punctual to and attend all Board meetings to conclusion.	7	100%	Excellent	
		0	0%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
16.	The Board reviews agenda materials and is prepared for Board meetings.	4	57%	Excellent	<ul style="list-style-type: none"> • Most of the time. There are times that questions are asked where the answer is in the agenda background. • It seems as if some of the inquiries from Board members should happen ahead of Board meetings, so that staff is better prepared to provide accurate information.
		2	29%	Acceptable	
		1	14%	Needs Improvement	
		0	%	Unsatisfactory	
		0	%	No Knowledge of	
Totals		7	100%		
17a.	New Board members, including student trustees, receive an orientation to roles and responsibilities and District mission and policies.	4	57%	Excellent	<ul style="list-style-type: none"> • Staff are willing to provide a more detailed orientation. Please take advantage of this. Goes both ways, Board members can learn more about the District, and staff can learn more about the Board Member.
		2	29%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		1	14%	No Knowledge of	
Totals		7	100%		
17b.	The Board members engage in ongoing professional development.	2	29%	Excellent	<ul style="list-style-type: none"> • They try. Information is available on what training each of the Board members have attended.
		5	71%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
18.	The Board agendas focus on policy issues that relate to Board responsibilities.	5	71%	Excellent	
		2	29%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
19.	The Board conducts its meetings in compliance with state laws, including the Brown Act.	5	71%	Excellent	<ul style="list-style-type: none"> The meetings yes, but it appears there are discussions among trustees that are taking place outside of Board meetings.
		2	29%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
20.	Agendas include legislative and state policy issues that impact the District.	4.5	64%	Excellent	
		1.5	21%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	99%		*.5 scores reflect a “3.5” rating provided by one respondent.
21.	Board meetings include some education or information time.	5	71%	Excellent	<ul style="list-style-type: none"> The Board will ask for Study Session on topics where more information is desired.
		2	29%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
22.	Board meetings provide adequate time for discussion.	4.5	64%	Excellent	<ul style="list-style-type: none"> At times, agenda items may benefit from discussion that includes the resource table. Some discussions are lengthier than is necessary. Resource members make their reports towards the end of the meetings, which makes it harder for faculty and staff to attend and hear the reports, or for resource members to share information that may be relevant to other agenda items. The reports feel like an after thought since they are at the end. In previous years, the resource members were able to share their reports towards the beginning of the meeting. On occasion too much time is provided for repetitive messages from bargaining groups.
		1.5	21%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	99%		*.5 scores reflect a “3.5” rating provided by one respondent.

Overall rating for “Board meetings run effectively.”

- 4 - Our Board meetings run effectively...sometimes a little long. Appreciate that the Board attempts to keep comments to within 3 minutes.
- 3
- 4
- 4
- 3.6
- 3.5

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
Board members are actively knowledgeable about and engaged in the District community:					
23a.	Board members are knowledgeable about community college and state related issues.	3	43%	Excellent	<ul style="list-style-type: none"> Most of our Board Members are very knowledgeable and I appreciate that they attend conferences to stay informed.
		2	29%	Acceptable	
		2	29%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	101%		
23b.	Board members are knowledgeable and take an appropriate role in the accreditation process.	2	29%	Excellent	<ul style="list-style-type: none"> Some more than others.
		4	57%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
24.	The Board acts as an advocate for community colleges.	4	57%	Excellent	<ul style="list-style-type: none"> One of our Board's strengths.
		2	29%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
25.	Board members are available to District employees for comments and suggestions.	3	43%	Excellent	<ul style="list-style-type: none"> The best or most appropriate way to submit comments or suggestions directly to a member is unclear, or what would be permitted that won't violate the Brown Act. Emails and a phone number are on the district website.
		1	14%	Acceptable	
		2	29%	Needs Improvement	
		1	14%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
26.	The Board shows its support for the District through members attending various events.	3	43%	Excellent	<ul style="list-style-type: none"> There 2-3 trustees that carry the load on event attendance and then there are 1-2 trustees that don't attend any events outside of commencement.
		4	57%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
27.	The Board is knowledgeable about the District's history, values, strengths, and weaknesses.	2	29%	Excellent	
		5	71%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
28.	The Board understands, appreciates, and is responsive to the diverse community which it serves.	2	29%	Excellent	<ul style="list-style-type: none"> Not all board members seem to understand or show appreciation for the diverse community that NOCCCD serves. Not necessarily.
		3	43%	Acceptable	
		2	29%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	101%		
29.	The Board has processes in place for appropriately involving the community in relevant decisions.	3	43%	Excellent	
		2	29%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		1	14%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
30.	The Board helps promote the image of the District in the community.	2	29%	Excellent	
		3	43%	Acceptable	
		2	29%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	101%		
31.	The Board understands the collective bargaining process and its role in the process.	3	43%	Excellent	<ul style="list-style-type: none"> • Our district seems to struggle when it comes to collective bargaining with different constituency groups. It is unclear how the Board could help to remedy this moving forward. • This perception appears to be that if the Board doesn't step into negotiations they are being left out of the process and that's not necessarily the case.
		2	29%	Acceptable	
		2	29%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
32.	The Board is involved in and understands the budget process and how adopted priorities are addressed within the budget.	4	57%	Excellent	
		2	29%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		
33.	The Board gives adequate attention to the mission and goals of the District.	4	57%	Excellent	
		2	29%	Acceptable	
		1	14%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question		Rating	%	Rating Scale	Comments
34.	The Board has a procedure for annual evaluations of the Chancellor.	5	71%	Excellent	
		1	14%	Acceptable	
		0	0%	Needs Improvement	
		0	0%	Unsatisfactory	
		1	14%	No Knowledge of	
Totals		7	99%		* One respondent did not answer this question.
35.	The Board demonstrates a good understanding of collegial consultation and related processes.	4	57%	Excellent	<ul style="list-style-type: none"> • Board recently had a study session on collegial consultation. • At times, the board makes suggestions or shares comments on items that overlook the purview of faculty or staff.
		1	14%	Acceptable	
		2	29%	Needs Improvement	
		0	0%	Unsatisfactory	
		0	0%	No Knowledge of	
Totals		7	100%		

Overall rating for “Board members are actively knowledgeable about and engaged in the District community.”

- 4 - I believe that our Board attempts to keep up with what is happening within our District.
- 3
- 4
- 4
- 4
- 4
- 3.5

BOARD ASSESSMENT SUMMARY

Evaluation Year:	March 2025
Respondents:	4 Resource Table Members and 3 Audience Members

(All percentages rounded to the nearest whole number)

Question	Rating	%	Rating Scale	Comments
Overall rating for the Board and general comments:				
36.	In general, what rating does the Board as a whole deserve?	<ul style="list-style-type: none"> • 4 • 2 • 3 • 3.75 • 4 • 3.9 • 3.5 		<ul style="list-style-type: none"> • We have a diverse board from many different walks of life. The one thing that stands out to me is that they all value what community colleges can do for students and the community and they believe is student success.

37.	General Comments/Suggestions:	<ul style="list-style-type: none"> • My suggestion is, if a Board Member has a question about an agenda item, please submit the question so staff has the ability to provide a comprehensive response. • I think as a whole, we are very fortunate to have our existing Board! Improvement can always be made, but keep up the excellent work. • I appreciate the Board's service to the community and their attention to the needs of the members of the community we serve. I believe members of the board would be in a better position to make decisions that are aligned with their, the district's, and the colleges' missions if they approached decision-making with a stronger understanding of their role and more reliance on the experience and expertise of the people doing the work in the classrooms and offices on each campus. I also believe the Board would be better served with a stronger understanding of state laws and system policies so they are not swayed by national politics in a way that undermines the efforts we are making to equitably serve our students. • With a change in positions for various Board members, it is hard to accurately gauge ratings for certain areas this semester as a new President begins to facilitate meetings. There is also no formal orientation or training for resource table members that I am aware of, so it's a learn as you go type of experience. There is an orientation for BOT members and Student Trustees. In most situations, the board meetings run rather smoothly and the feedback provided or suggestions made align with the district's vision, mission, and goals. However, there are times where personal or political views seem to play too large a part in discussions that should be prioritizing student success. In general, there are areas where I could see improvement taking place, but the majority of the board members seem to have a strong understanding of their role and do value education and our students. • It feels like the Board is in a great position to help students succeed, but sometimes individual ideals and politics seem to be more important. I do believe the Board is fair in allowing appropriate discussion of issues. • On some occasions the time dedicated to presentations is excessive. One example was the study session on participatory governance. Is it possible to present study session to the board at the end of the agenda? Many of the audience have heard this particular information on more than one occasion. 		
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: April 22, 2025
SUBJECT: Resolution No. 24/25-17,
Teacher Appreciation Week

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

BACKGROUND: The first full week of May is designated as Teacher Appreciation Week, established in 1985 by action of the National Education Association and the National Parent Teacher Association.

How does this relate to the District’s Five Strategic Directions? This item responds to District Strategic Direction 2) Employee Experience – NOCCCD will provide an inclusive, equitable, and welcoming environment to support the wellbeing and professional growth of all employees.

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board honor the contributions made by faculty members of the North Orange County Community College District to their students, their colleges, and their learning centers, and that the Board adopt Resolution No. 24/25-17, declaring the week of May 5-9, 2025, as Teacher Appreciation Week.

Byron D. Clift Breland

Recommended by



Approved for Submittal

5.b.1

Item No.

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



Resolution No. 24/25-17, Teacher Appreciation Week

WHEREAS, an accessible, effective system of public education is essential to our democratic system of government; and

WHEREAS, the quality of public education is dependent upon the skill, dedication, and commitment of the people who teach; and

WHEREAS, the people of the state of California receive many direct benefits from their system of public higher education, particularly the community colleges; and

WHEREAS, the North Orange County Community College District is known for offering high quality education, focused on student learning and success; and

WHEREAS, faculty of Cypress College, Fullerton College, and North Orange Continuing Education make a significant impact on the experience of students attending these institutions; and

WHEREAS, it is important that the contributions of faculty members to their students, their colleges and learning centers, and to the people in the community who benefit from their endeavors be acknowledged; now,

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the North Orange County Community College District does hereby declare the week of May 5-9, 2025 be observed as Teacher Appreciation Week and urges all members of our community to acknowledge the important work of our teachers.

PASSED AND ADOPTED by the Governing Board of the North Orange Community College District, this 22nd day of April 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Jeffrey P. Brown
Board President

5.b.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	April 22, 2025	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 revised as part of the District’s policy review cycle and reflect updates to revise legal language as provided by the CCLC Policy and Procedure Legal Updates Service and minor grammar corrections in keeping with District practices.

The District Consultation Council reached consensus on the noted Board Policies on March 24, 2025. The Board conducted a first reading of the policies on April 8, 2025 and the revisions suggested have been incorporated and are noted in red.

Chapter 2, Board of Trustees

BP 2410, Board Policies & Administrative Procedures: This policy was revised to update the reference section to reflect the new ACCJC standards. Trustees made grammar edits.

BP 2430, Delegation of Authority to the Chancellor: This policy was revised to update the reference section to reflect the new ACCJC standards and add supporting language to section 1.0 to address the new standard’s expectation that the Board will delegate authority to the Chancellor as recommended by CCLC. Trustees corrected pronouns and made grammar edits.

BP 2431, Chancellor Selection: This policy was revised to update the reference section to reflect the new ACCJC standards.

BP 2432, Chancellor Succession: This policy was revised to make a grammar correction and update the titles of the Vice Chancellors.

BP 2435, Evaluation of the Chancellor: This policy was revised to update the reference section to reflect the new ACCJC standards and add optional CCLC recommended language to highlight DEIA issues. Trustees whether the optional language was necessary and considered replacing “shall” with “may” or “should” if the language is added.

BP 2510, Participation in Local Decision-making: This policy was revised to update the reference section to reflect the new ACCJC standards. Trustees revised the language in section 2.3 to also include NOCE who doesn’t have an Associated Students group.

BP 2610, Presentation of Initial Collective Bargaining Proposals: This policy was reviewed as part of the review cycle and contained no revisions.

BP 2710, Conflict of Interest: This policy was reviewed as part of the review cycle and

contained no revisions. Trustees corrected the reference section, replaced “in” with “by” in section 1.0, and made a grammar correction.

BP 2715, Code of Ethics/Standards of Practice: This policy was revised to update the reference section to reflect the new ACCJC standards and add supporting language in a newly created section 1.0 to address the new standard as recommended by CCLC. Trustees replaced “violation” with “complaint” in section 4.0.

BP 2716, Political Activity: This policy was reviewed as part of the review cycle and contained no revisions.

BP 2717, Personal Use of Resources: This policy was reviewed as part of the review cycle and contained no revisions.

BP 2720, Communications Among Board Members: This policy was reformatted to add language to a new section 1.0 as recommended by CCLC and additional language to new sections 4.0 and 4.1 to reflect Brown Act requirements regarding social media platforms.

BP 2725, Board Member Compensation: This policy was reviewed as part of the review cycle and contained no revisions. Trustees replaced “average daily attendance” with “the full-time equivalent (FTES) for the prior year was” and added “or student member” to section 1.0.

BP 2730, Board Member Health Benefits: This policy was reviewed as part of the review cycle and contained no revisions.

BP 2735, Board Member Travel: This policy was revised to make a grammar correction and update the corresponding policy listing.

BP 2740, Board Professional Development: This policy was revised to update the reference section to reflect the new ACCJC standards.

BP 2745, Board Self-Evaluation: This policy was revised to update the reference section to reflect the new ACCJC standards and to make grammar corrections.

BP 2750, Board Member Absence from the State: This policy was reviewed as part of the review cycle and contained no revisions.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt the proposed, revised Board Policies in Chapter 2.

BP 2410 Board Policies and Administrative Procedures

Reference:

Education Code Section 70902;
ACCJC Accreditation Standards ~~IV.C.2, IV.C.7, IV.D.4, I.B.7, and I.C.5~~ [4.4](#)
WASC/ACS Criterion 2, Indicator 2.4

- 1.0 The Board **of Trustees** may adopt such policies as are authorized by law or determined by the Board to be necessary to assure academic quality, integrity, effectiveness of student learning programs and services, and financial stability of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.
 - 1.1 The Board encourages broad participation in the initiation, formulation, and review of policies.
 - 1.2 Once the Board reaches a decision, all Board members act in support of the decision.
- 2.0 The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to district activities. All district employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.
- 3.0 Policies of the Board **of Trustees** may be adopted, revised, added to or amended at any regular ~~to~~ Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission and promoting diversity, equity, inclusion, and anti-racist practices.
- 4.0 Administrative procedures are to be issued by the Chancellor as statements of method to be used in implementing Board ~~P~~policy. Such administrative procedures shall be consistent with the intent of Board ~~P~~policy. Administrative procedures may be revised as deemed necessary by the Chancellor.
- 5.0 The Chancellor shall, annually, provide each member of the Board **of Trustees** with any revisions to administrative procedures since the last time they were provided. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

Copies of all Board policies and administrative procedures shall be readily available to District employees through the District's website and the Chancellor's Office.

See Administrative Procedure 2410, Board Policies and Administrative Procedures.

Date of Adoption: June 24, 2003

Date of Last Revision: November 24, 2020
September 10, 2019
September 14, 2016 Chancellor's Staff
April 14, 2015

BP 2430 Delegation of Authority to the Chancellor

Reference:

Education Code Sections 70902(d), 72400;
ACCJC Accreditation Standards ~~IV-B-5, IV-C-12, and IV-D-1-4.5~~ 4.5
WASC/ACS Criterion 2, Indicator 2.1

- 1.0 The Board of Trustees delegates to the Chancellor the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action. The Board of Trustees gives the Chancellor full authority to implement Board Policies and ensure effective operations and fulfillment of the institutional mission.
 - 1.1 The Chancellor may delegate any powers and duties entrusted to ~~him/her~~ **them** by the Board of Trustees, including the administration of colleges and centers, but will be specifically responsible to the Board of Trustees for the execution of such delegated powers and duties.
 - 1.2 The Board of Trustees delegates authority to the Chancellor to appoint an acting chancellor to serve in ~~his/her~~ **their** absence for short periods of time, not to exceed thirty (30) calendar days at a time.

The Board of Trustees shall appoint an acting or interim chancellor for periods exceeding thirty (30) calendar days.

In the case of death, resignation, or retirement of the Chancellor, the Board of Trustees shall establish a Chancellor search process. The Board of Trustees may appoint an interim Chancellor for up to one year.
- 2.0 The Chancellor is empowered to reasonably interpret board policy. In situations where there is no ~~to~~ **Board** policy direction, the Chancellor shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the Chancellor to inform the Board of Trustees of such action and to recommend written ~~to~~ **Board** policy if one is required.
- 3.0 The Chancellor is expected to perform the duties contained in the Chancellor job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board of Trustees in consultation with the Chancellor.
- 4.0 The Chancellor shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in timely fashion.
- 5.0 The Chancellor shall make available any information or give any report requested by the Board of Trustees as a whole. Individual trustee requests for information shall be met if, in the opinion of the Chancellor, they are not unduly burdensome or disruptive to District operations. Information provided to any trustee shall be provided to all trustees.
- 6.0 The Chancellor shall act as the professional advisor to the Board of Trustees in policy formation.

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

BP 2430 Delegation of Authority to the Chancellor

See Administrative Procedure 2430, Delegation of Authority to the Chancellor

Date of Adoption: June 24, 2003

Date of Last Revision: May 14, 2019
September 14, 2016 Chancellor's Staff
November 26, 2014 Chancellor's Staff

BP 2431 Chancellor Selection

Reference:

Title 5 Sections 53000 et seq.;
ACCJC Accreditation Standards ~~IV.B and IV.C.3~~ [4.5](#);
WASC/ACS Criterion 2, Indicator 2.4

- 1.0 In case of a Chancellor vacancy, the Board of Trustees shall establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations.

Date of Adoption: June 24, 2003

Date of Last Revision: May 14, 2019
September 14, 2016 Chancellor's Staff
November 26, 2014

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

BP 2432 Chancellor Succession

Reference:

**Education Code Sections 70902(d) and 72400;
Title 5 Section 53021(b)**

- 1.0 The Board of Trustees delegates authority to the Chancellor to appoint an acting Chancellor to serve in ~~his/her~~ **their** absence for short periods of time, not to exceed thirty (30) days at a time.
- 2.0 In the absence of the Chancellor and when an acting Chancellor has not been named, administrative responsibility shall reside with (in order):
 - 2.1 Vice Chancellor, ~~Finance & Facilities~~ **Administrative Services**
 - 2.2 Vice Chancellor, Human Resources
 - 2.3 Vice Chancellor, Educational Services & ~~Technology~~ **Institutional Effectiveness**
- 3.0 The Board of Trustees shall appoint an acting Chancellor for periods exceeding thirty (30) days.

Date of Adoption: June 24, 2003

Date of Last Revision: May 14, 2019
October 25, 2016

BP 2435 Evaluation of the Chancellor

Reference:

ACCJC Accreditation Standard ~~IV-C-3~~ 4.5;
WASC/ACS Criterion 2, Indicators 2.1 and 2.3

- 1.0 The Board of Trustees shall conduct an evaluation of the Chancellor at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with the Chancellor as well as this policy.
- 2.0 The Board of Trustees shall evaluate the Chancellor using an evaluation process developed and jointly agreed to by the Board of Trustees and the Chancellor.
- 3.0 The criteria for evaluation shall be based on board policy, the Chancellor's job description, and performance goals and objectives developed in accordance with Board Policy 2430, Delegation of Authority to Chancellor.
- 4.0 The criteria for evaluation of the Chancellor shall/may/should also include performance goals and objectives related to the District's commitment to diversity, equity, inclusion, anti-racism, and accessibility.**

See Administrative Procedure 2435, Evaluation of the Chancellor

Date of Adoption: June 24, 2003

Date of Last Revision: May 14, 2019
September 14, 2016 Chancellor's Staff
April 14, 2015
June 14, 2011

BP 2510 Participation in Local Decision-making

Reference:

**Education Code Section 70902(b)(7);
Title 5 Sections 53200 et seq. (Academic Senate), 51023.5 (Staff), and 51023.7
(Students);
~~ACCJC Accreditation Standards IV.A and IV.D.7 4.3;~~
WASC/ACS Criterion 2, Indicator 2.2**

- 1.0 The Board of Trustees is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board of Trustees is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for board action, and administrative procedures for Chancellor action, under which the District is governed and administered.
- 2.0 Each of the following shall participate as required by law in the decision-making processes of the District:
 - 2.1 Academic Senate(s): (Title 5 Sections 53200-53206) The Board of Trustees or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.
 - 2.2 Staff: (Title 5 Section 51023.5) Staff shall be provided with opportunities to participate in the formulation and development of district policies and procedures that have a significant effect on staff. The opinions and recommendations of the Classified School Employees Association, Chapter 167, and the Confidential Personnel group, will be given every reasonable consideration.
 - 2.3 Students: (Title 5 Section 51023.7) The Associated Students **at Cypress College and Fullerton College and the student body organization at North Orange Continuing Education** shall be given an opportunity to participate effectively in the formulation and development of district policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students **and the student body organization** will be given every reasonable consideration. The selection of student representatives to serve on district committees or task forces shall be made after consultation with the Associated Students.

Note: Title 5 Section 51023.7(4) states "...the governing board shall recognize each associated student organization or its equivalent within the district as provided by Education Code Section 76060, as the representative body of the students to offer opinions and to make recommendations..."
- 3.0 Except for unforeseeable emergency situations, the Board of Trustees shall not take any action on matte subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.
- 4.0 Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540, et seq.

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

BP 2510 Participation in Local Decision-making

See Administrative Procedure 2510, Participation in Local Decision-making

Date of Adoption: June 24, 2003

Date of Last Revision: May 14, 2019
September 14, 2016 Chancellor's Staff
November 26, 2014 Chancellor's Staff

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

BP 2610 Presentation of Initial Collective Bargaining Proposals

Reference:

Government Code Section 3547

- 1.0 The Chancellor shall enact administrative procedures that assure compliance with the requirements of Government Code Section 3547 regarding the presentation to the Board of Trustees of initial proposals for collective bargaining.
- 2.0 Collective bargaining begins when either an exclusive representative, or the District, presents an initial proposal for consideration in accordance with the provisions of the collective bargaining agreements between the exclusive representative and the District.

See Administrative Procedure 2610, Presentation of Initial Collective Bargaining Proposals.

Date of Adoption: June 24, 2003

Date of Last Revision: June 11, 2019

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

BP 2710 Conflict of Interest

Reference:

Government Code Sections 1090 et seq., 1126, and 87200 et seq.;
~~California Code of Regulations, Title 2 Sections 18700 et seq.~~

- 1.0 Board members and designated employees shall not have a financial interest in any contract made by them in their official capacity, or ~~in~~ **by** any body or board of which they are members.
- 2.0 A Board member shall not be considered to have a financial interest in a contract if their interest is limited to those interests defined as remote under Government Code Section 1091 or is limited to interests defined by Government Code Section 1091.5.
- 3.0 A Board member who has a remote interest in any contract considered by the Board of Trustees shall disclose their interest during a Board meeting and have the disclosure noted in the official Board minutes. The Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract.
- 4.0 A Board member shall not engage in any employment or activity for compensation that is inconsistent with, incompatible with, in conflict with, or inimical (as defined in Government Code Section 1126) to their duties as an officer of the District. A Board member shall not simultaneously hold two public offices that are incompatible.
- 5.0 Upon leaving the Board of Trustees, former members shall not, for a period of one year, act as an attorney, agent, or otherwise represent, for compensation, any other person by appearing before the Board, or by communicating to the Board, a committee, a Trustee, or to an officer or employee, if the appearance or communication is made for the purpose of influencing administrative or legislative action. (Government Code Section 87406.3)
- 6.0 In compliance with law and regulation, the Chancellor shall establish administrative procedures to provide for disclosure of investments, interests in real property, and ~~income~~ of Board members who may be affected by their official actions, and prevent members from making or participating in the making of Board decisions which may foreseeably have a material effect on their financial interest.
 - 6.1 Board members shall file statements of economic interest with the filing officer identified by the administrative procedures.
- 7.0 Board members are encouraged to seek counsel from the District's legal advisor, per Administrative Procedure 6364, Coordination and Direction of Legal Services, in every case where any question arises.

See Board Policy 2200, Board Duties and Responsibilities; Administrative Procedure 2710, Conflict of Interest; Board Policy and Administrative Procedure 2715, Code of Ethics/Standards of Practice; Board Policy 2716, Board Political Activity; Board Policy, 2717, Personal Use of Public Resources; and Board Policy and Administrative Procedure 3050, Institutional Code of Ethics.

Date of Adoption: June 24, 2003

Date of Last Revision: September 10, 2019
July 25, 2006

BP 2715 Code of Ethics/Standards of Practice

Reference:

Government Code Section 8314;
Penal Code Section 424;
ACCJC Accreditation Standard ~~IV.C.11~~ 4.6;
WASC/ACS Criterion 2, Indicator 2.1

1.0 The Board of Trustees functions effectively as a collective entity to promote the institution's values and mission and fulfill its fiduciary responsibilities. The Board of Trustees demonstrates an ability to self-govern in adherence to its bylaws and expectations for best practices in board governance.

~~2.0~~ The Board of Trustees maintains high standards of ethical conduct for its members. The Board of Trustees recognizes a responsibility to observe all applicable legal and ethical standards of conduct in the performance of its duties. Given this basic charge, the activities and deliberations of the Board of Trustees will be governed by the following Code of Ethics.

Each member of the Board of Trustees will:

- ~~2.1~~ Avoid any situation that may constitute a conflict of interest and disqualify themselves from participating in decisions in which they have a financial interest. Conflicts of interest may relate not only to the individual trustee but also to their family or business associates, or transactions between the District and trustees, including hiring relatives, friends, or business associates as District employees.
- ~~2.2~~ Avoid any prohibited use of public resources for campaign activity or a personal purpose, in compliance with Government Code Section 8314.
- ~~2.3~~ Maintain confidentiality of all Board of Trustees discussions held in closed session and recognize that deliberations of the Board of Trustees in closed session are not to be released or discussed in public without the prior approval of the Board of Trustees by majority vote, in compliance with Government Code Section 54963.
- ~~2.4~~ Always act in a collegial and civil manner, promote an atmosphere of civility and collegiality and encourage others to do the same.
- ~~2.5~~ Recognize that the Board of Trustees acts as a whole and that the authority rests only with the Board of Trustees in a legally constituted meeting, not with individual members.
- ~~2.6~~ As an agent of the public – entrusted with public funds – protect, advance, and promote the interest of all residents, maintaining independent judgment unbiased by private interests or special interest groups.
- ~~2.7~~ Do their best to ensure that the District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures, or practices.

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- ¶2.8 In all decisions hold the educational welfare and equality of opportunity of the students of the District as their primary concern; Board members should demonstrate an interest in and respect for students in their words and actions and also by attending student ceremonies and events.
 - ¶2.9 Attend and participate in all Board of Trustees meetings insofar as possible, having prepared for discussion and decision by studying all agenda materials.
 - ¶2.10 Make every effort to ensure that the Board of Trustees conducts all District business in open public meetings unless in the judgment of the Board, and only for those purposes permitted by law, it is appropriate to hold a closed session.
 - ¶2.11 Enhance their ability to function effectively as a trustee through devotion of time to study contemporary educational issues, as well as attendance at professional workshops and conferences on the duties and responsibilities of trustees.
 - ¶2.12 Promote and maintain good relations with fellow Board members by:
 - ¶2.12.1 Respectfully working with other Board members in the spirit of harmony and cooperation and giving each member courteous consideration of their opinion.
 - ¶2.12.2 Respecting the opinion of others and abiding by the principle of majority rule.
 - ¶2.13 Promote an effective working relationship with the Chancellor and District staff by:
 - ¶2.13.1 Providing the responsibility, necessary authority, and support to effectively perform their duties.
 - ¶2.13.2 Referring complaints and/or criticisms through the appropriate channels as previously agreed upon by the Chancellor and the Board of Trustees.
 - ¶2.14 Be an advocate of the District in the community by encouraging support for and interest in the North Orange County Community College District.
 - ¶2.15 Make use of an opinion disclaimer when publicly expressing personal views while using their trustee or Board title. A printed disclaimer should be easily visible and any disclaimer shall clearly state that the opinions expressed are those of the trustee and do not represent those of the District or of the Board of Trustees.
 - ¶2.16 Use their District email account, and avoid use of any personal email account, for District business.
- ¶3.0 Filing a Complaint: A complaint of trustee misconduct may be filed with the Board President or the Chancellor by any student, employee, or trustee. A filed complaint shall be shared with all members of the Board of Trustees. To be acted upon, a complaint must:
- ¶3.1 Be in writing;

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- 23.2** Include the name(s) of and contact information for the complainant(s);
- 23.3** Allege specific actions and include dates or approximate dates of such actions;
- 23.4** Identify provisions of the Code of Ethics, laws, or other standards that have allegedly been violated;
- 23.5** Be filed within 12 months of the alleged violation(s), or within 12 months of the time the complainant(s) first learned of the alleged violation(s), or within any applicable statute of limitations.
- 34.0** Addressing a Complaint: A complaint alleging a violation of the Code of Ethics will be addressed by the Board President who will first discuss the ~~violation~~ **complaint** with the Board member to reach a resolution and then report on the resolution during a Board meeting.

 - 34.1** If resolution is not achieved and further action is deemed necessary by the Board of Trustees, the Board President may appoint an ad hoc committee composed of three trustees to examine the matter and recommend a course of action to the Board of Trustees within a reasonable period. The affected trustee shall be provided an opportunity to present information to the committee.
 - 34.2** Sanctions, if any, will be determined by the Board of Trustees and may include censure, removal from a Board officer position, or other actions of less severity.
 - 34.3** If the Board member in question is the Board President, the Board Vice President is authorized to pursue resolution and in the absence of the Board Vice President, the Board Secretary is authorized to do so.
- 45.0** Sanctions: Censure is an official expression of disapproval passed by the Board. Sanctions of censure or removal from a Board officer position shall require a vote of two-thirds of the members of the Board of Trustees. Less severe sanctions require a majority vote of the Board of Trustees.

 - 45.1** Examples of less severe sanctions may include removal from committees, requirements for professional development, and that the trustee tender an apology at a Board meeting.
- 56.0** The Board President and the Chancellor are authorized to consult with legal counsel if a complaint alleges violations of pertinent laws or regulations including but not limited to those dealing with conflict of interest, misuse of public resources, and confidentiality of closed session information. Violations of law may be referred to the District Attorney or Attorney General as provided for in law.

See Board Policy 2200, Board Duties and Responsibilities; Board Policy 2315, Closed Sessions; Board Policy 2710, Conflict of Interest; Administrative Procedure 2710, Conflict of Interest; Administrative Procedure 2715, Code of Ethics/Standards of Practice; Board Policy Board 2740, Board Professional Development; Administrative Procedure 2740, Board Education; Board Policy

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3050, Institutional Code of Ethics; Administrative Procedure 3050, Institutional Code of Ethics; Board Policy 3410, Unlawful Discrimination; and Administrative Procedure 3410, Unlawful Discrimination.

Also see the Community College League of California publication “The Ethical and Lawful Board of Trustees California Community Colleges” and the Institute for Local Government publication “Walking the Line: What to Do if You Suspect an Ethics Problem.”

Date of Adoption: June 24, 2003

Date of Last Revision: June 22, 2021
September 14, 2016 Chancellor’s Staff
November 26, 2014 Chancellor’s Staff
April 24, 2007

BP 2716 Political Activity

Reference:

**Education Code Sections 7054, 7054.1, and 7056;
Government Code Section 8314**

- 1.0 Members of the Board of Trustees shall not use District funds, services, supplies, or equipment to urge the passage or defeat of any ballot measure or candidate, including, but not limited to, any candidate for election to the governing board.
- 2.0 Initiative or referendum measures may be drafted on an area of legitimate interest to the District. The Board of Trustees may, by resolution, express the Board's position on ballot measures. Public resources may be used only for informational efforts regarding the possible effects of District bond issues or other ballot measures.

Date of Adoption: June 24, 2003

Date of Last Revision: June 11, 2019
September 24, 2013
June 14, 2005
June 1, 2004

BP 2717 Personal Use of Public Resources

Reference:

Government Code Section 8314;
Penal Code Section 424

- 1.0 No trustee shall use or permit others to use public resources, except that which is incidental and minimal, for personal purposes or any other purpose not authorized by law.

Date of Adoption: June 24, 2003

Date of Last Review: June 11, 2019

BP 2720 Communications Among Board Members

Reference:

Government Code Section 54952.2

~~1.0 Members of the Board of the Trustees shall not communicate among themselves by the use of any form of communication (e.g., personal intermediaries, e-mail, or other technological device) in order to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board of Trustees. In addition, no other person shall make serial communications to Board Members.~~

1.0 A majority of the members of the Board of Trustees shall not, outside a regularly scheduled meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the Board of Trustees. ~~This policy shall not be construed as preventing an employee or official of the District from engaging in separate conversations or communications with members of the Board outside of a meeting in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the Board of Trustees, if that person does not communicate to members of the Board the comments or position of any other member or members of the Board.~~

2.0 This policy shall not be construed as preventing an employee or official of the District from engaging in separate conversations or communications with members of the Board of Trustees outside of a meeting in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the Board of Trustees, if that person does not communicate to members of the Board the comments or position of any other member or members of the Board.

3.0 This policy shall also not be construed as preventing a member of the Board of Trustees from engaging in separate conversations or communications on an internet-based social media platform to answer questions, provide information to the public, or to solicit information from the public regarding a matter that is within the subject matter jurisdiction of the Board of Trustees. In doing so, a majority of the members of the Board of Trustees may not use the internet-based social media platform to discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the Board of Trustees.

3.1 However, a member of the Board of Trustees shall not respond directly to any communication on an internet-based social media platform regarding a matter that is within the subject matter jurisdiction of the Board of Trustees that another member of the Board has made, posted, or shared.

Date of Adoption: June 24, 2003

Date of Last Revision: June 11, 2019
November 23, 2010

BP 2725 Board Member Compensation

Reference:

Education Code Section 72024

- 1.0 In accordance with provisions of the Education Code stipulating compensation based on ~~average daily attendance~~ **the full-time equivalent students (FTES) for the prior year was** between 25,000 and 60,000, members of the Board of Trustees who attend all Board meetings in a given month shall receive \$826.88 per month and the student member, \$413.44 per month. A member **or student member** of the Board of Trustees who does not attend all meetings held by the Board of Trustees in any month shall receive, as compensation, an amount not greater than the pro rata share of the number of meetings actually attended.
- 2.0 A member of the Board of Trustees may be paid for a meeting when absent if the Board, by resolution, finds that at the time of the meeting, the member is performing services outside the meeting for the District, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the Board.
- 3.0 The Board of Trustees may, on an annual basis, increase the compensation of board members by up to five percent. However, any increase is subject to rejection in a referendum by a majority of the voters in the District.

Date of Adoption: June 24, 2003

Date of Last Revision: June 28, 2022
June 11, 2019
June 16, 2013 Chancellor's Staff
June 26, 2007
June 13, 2006
July 22, 2003

BP 2730 Board Member Health Benefits

Reference:

Government Code Sections 53201 and 53208.5

- 1.0 The District is a participating agency in the CalPERS Hospital and Medical Care plan, which allows eligible participants to select from several plans for their hospitalization and medical care.
- 2.0 Members of the Board of Trustees shall be permitted to participate in the District's hospitalization and medical care plan.
 - 2.1 The District will pay the full cost of the premium for coverage of each member of the Board of Trustees who elects to participate in the District's hospitalization and medical care plan.
 - 2.2 Each Board member who participates in the District's hospitalization and medical care plan may elect coverage for eligible dependents, at the Board member's expense, providing payment for the dependent coverage is made in advance.
- 3.0 Former elective members of the Board of Trustees shall be permitted to participate in the District's hospitalization and medical care plan.
 - 3.1 The District will pay the full cost of the premium for coverage of former elective members of the Board of Trustees who elect to participate in the District's hospitalization and medical care plan who meet the following criteria:
 - 3.1.1 The member must have served in office after January 1, 1981.
 - 3.1.2 The member must have been first elected to a term of office that began prior to January 1, 1995.
 - 3.1.3 The member's total service at the time of termination is not less than twelve (12) years.
 - 3.2 All other former elective members of the Board of Trustees shall be permitted to participate in the District's hospitalization and medical care plan on a self-pay basis, providing payment for the coverage is made in advance.
 - 3.3 Each former elective member of the Board who participates in the District's hospitalization and medical care plan may elect coverage for eligible dependents, at the Board member's expense, providing payment for the dependent coverage is made in advance.
- 4.0 Hospitalization and medical care plan benefits do not include dental or vision coverage.
- 5.0 The hospitalization and medical care benefits of any member of the Board of Trustees or former elective member of the Board, in accordance with state law, shall not be greater than the most generous schedule of benefits being received by any category of non-safety employee of the District.

BP 2730 Board Member Health Benefits

Date of Adoption: June 24, 2003

Date of Last Revision: June 11, 2019
November 13, 2012

North Orange County Community College District
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BP 2735 Board Member Travel

Reference:

Education Code Section 72423

- 1.0 Members of the Board [of Trustees](#) 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; [and Administrative Procedure 7400, Travel and Conference Attendance](#).

Date of Adoption: June 24, 2003

Date of Last Revision: October 22, 2019

BP 2740 Board Professional Development

Reference:

ACCJC Accreditation Standard ~~IV.C.9~~ 4;
WASC/ACS Criterion 2, Indicator 2.4

- 1.0 The Board of Trustees is committed to its professional development and to an ongoing trustee education program that includes new trustee orientation.
 - 1.1 The Board will engage in study sessions, have access to reading materials, and support conference attendance and other activities that foster professional development in the relevant areas: accreditation, board evaluation, fiscal responsibilities, governance, student success, the Brown Act, ethics, diversity, equity, inclusion, anti-racist practices, and CEO and Board relations.
 - 1.2 The Chancellor shall establish an orientation program for new trustees and student trustees that:
 - 1.2.1 Covers topics including respective Board and Chancellor responsibilities, accreditation, the budget, governance, ethics, the Brown Act, parliamentary procedure and Board meeting agendas, and, for new trustees, the collective bargaining process.
 - 1.2.2 Incorporates publications recommended by such organizations as the Community College League of California and the Association of Community College Trustees.
 - 1.2.3 Includes meetings with the Board President, executive staff, campus leaders, and representatives of constituency groups.

See Administrative Procedure 2740, Board Education.

Date of Adoption: June 24, 2003

Date of Last Revision: February 13, 2024
November 24, 2020
September 14, 2016 Chancellor's Staff
November 26, 2014 Chancellor's Staff

BP 2745 Board Self-Evaluation

Reference:

ACCJC Accreditation Standard ~~IV.C.10~~ 4;
WASC/ACS Criterion 2, Indicator 2.3

- 1.0 The Board of Trustees is committed to assessing its own performance as a **B**oard in order to identify its strengths and areas in which it may improve its functioning.
- 2.0 The Board of Trustees shall conduct an annual evaluation process in March and place the results on a regular **B**oard meeting agenda for review and appropriate action.

See Administrative Procedure 2745, Board Self-Evaluation.

Date of Adoption: June 24, 2003

Date of Last Revision: February 13, 2024
February 12, 2019
September 14, 2016 Chancellor's Staff
November 26, 2014, Chancellors Staff
November 25, 2003

BP 2750 Board Member Absence from the State

Reference:

Government Code Section 1064

- 1.0 No member of the Board of Trustees shall be absent from the state for more than sixty (60) days, except in any of the following situations:
 - 1.1 Upon business of the community college district with the approval of the Board of Trustees.
 - 1.2 With the consent of the Board of Trustees for an additional period not to exceed a total absence of ninety (90) days. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board of Trustees.
 - 1.3 For federal military deployment, not to exceed an absence of a total of six (6) months, as a member of the Armed Forces of the United States or the California National Guard. If the absence of a member of the Board pursuant to this subdivision exceeds six (6) months, the Board may approve an additional six (6)-month absence upon a showing that there is a reasonable expectation that the member will return within the second six (6)-month period, and the Board may appoint an interim member to serve in his/her absence. If two (2) or more members of the Board of Trustees are absent by reason of the circumstances described in this subdivision, and those absences result in the inability to establish a quorum at a regular meeting, the Board of Trustees may immediately appoint one or more interim members as necessary to enable the Board to conduct business and discharge its responsibilities.
 - 1.4 The term of an interim member of the Board of Trustees appointed as set forth above may not extend beyond the return of the absent member, nor may it extend beyond the next regularly scheduled election for that office.

Date of Adoption: July 24, 2012

Date of Last Revision: June 11, 2019

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: April 22, 2025

SUBJECT: Future Board Agenda Items

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

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

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

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Byron D. Clift Breland

Recommended by



Approved for Submittal

5.d

Item No.

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

April 8, 2025

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, April 8, 2025, at 5:30 p.m. in the Anaheim Union High School District Board Room with a YouTube livestream broadcast.

Board President Jeffrey P. Brown called the meeting to order at 5:34 p.m. and led the Pledge of Allegiance.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Mark Lopez, Evangelina Rosales, and Student Trustees Robert Johnson, Sharon Kim, and Moises Sandoval. Absent: None.

RESOURCE PERSONNEL PRESENT: Byron D. Cliff Breland, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Cynthia Olivo, President, Fullerton College; Scott Thayer, President, Cypress College; Valentina Purtell, President, North Orange Continuing Education; Karla Frizler, representing the District Management Association; Michelle Patrick Norng, representing the North Orange Continuing Education Academic Senate; Kathleen McAlister, representing the Cypress College Academic Senate; Bridget Kominek, representing the Fullerton College Faculty Senate; Elaine Loayza, representing CSEA; Marlo Smith, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Belinda Allan, Liz Arcos, Joy Case, Paul de Dios, and Stephanie Teer from Cypress College; Carlos Ayon, Miranda Bates, Daniel Berumen, Sandra Chavez, Tam Contreras, Nichole Crockrom, Les-Sie Crockrom, Jorge Gamboa, Scott Giles, Tom Gorrell, Teresita Guillen-Soto, Henry Hua, Marshall Johnson, Denise Leacock Kendall, Grant Linsell, Marwin Luminarias, Naveen Kanal, John Krok, Janeth Manjarrez, Melisa McLellan, Elizabeth Martinez, Jose Ramon Nunez, Jeanette Rodriguez, Seija Rohkea, Jay Seidel, Annika Shellenbarger, Andre Strong, Devin Ugland, Kaipo Villeza, and Perry Webster from Fullerton College; Lisa Mednick Takami and Kim Tang from North Orange Continuing Education; and Erika Almaraz, Yasmine Andrawis, Yuvia Coleman, Mylene Daniels, Danielle Davy, Julie Kossick, Julie Leggin, Miranda Marquez, Flavio Medina Martin, Gabrielle Stanco, Amita Suhrid, and Rick Williams from the District Office.

VISITORS: Hoang Ho, Rod Lusch, and Joan Smith. Public participation was provided via YouTube livestream.

SEATING OF STUDENT TRUSTEE: Moises Sandoval was introduced as the new Cypress College Student Trustee and Board President Jeffrey P. Brown administered the Oath of Office and welcomed him to the Board of Trustees.

BLOCK VOTE APPROVAL OF AGENDA ITEMS: It was moved by Trustee Evangelina Rosales and seconded by Trustee Barbara Dunsheath that the following non-personnel items be approved by block vote:

Finance & Facilities: 3.a, 3.b, 3.c, 3.d, 3.e, 3.f, 3.g, 3.h, 3.i, 3.j, 3.k, 3.l, 3.m

Instructional Resources: 4.b

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

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustee Johnson, Kim, and Sandoval's advisory votes.

CHANCELLOR'S REPORT

Chancellor **Byron D. Clift Breland** began his report by welcoming **Student Trustee Moises Sandoval** to the Board.

Recognition of the Fullerton College Men's Basketball Team: As part of the Chancellor's Report, **Cynthia Olivo**, Fullerton College President, introduced **Head Coach Perry Webster** who was named Southern California Coach of the Year and the Men's Basketball Team who were the Orange Empire Conference Champions. Coach Perry Webster introduced his staff—**Tom Gorrell, Marshall Johnson, Kaipō Villeza**, and **Devin Ugland**—and players including **Joe Grahovac** who was named Southern California Player of the Year. He thanked the Board and staff for their ongoing support of the team.

Fullerton College "State of the College" Presentation: As part of the Chancellor's Report, **Cynthia Olivo**, Fullerton College President, presented the "State of Fullerton College" titled, "Hornets, Rise!" and **Daniel Berumen**, Director, Institutional Research & Planning, presented the 2023-24 Institutional Effectiveness Report. The presentation highlighted several milestones and significant accomplishments from the past year which included:

- Fullerton College being featured on the Amazon Prime series, The College Tour
- Aspen Transfer Intensive Partnership with CSU Fullerton
- Launch of the Student Success Advocates Program to serve 18,000 students
- US Department of Education recognition as one of the top 100 community colleges
- Seven-year accreditation reaffirmed
- Drone and Autonomous Systems Bachelor's Degree approved
- New Center Grand Openings: APIDA Center, Puente Center, and MESA-STEM Center
- Recognition as a Hispanic Serving Institution (HSI), as an Asian American and Native American Pacific Islander Institution (AANAPISI), and as an emerging Black Serving Institution (BSI)
- New leadership and faculty hires
- Athletic program championships
- Enrollment increases of 6% each for summer and fall, 33% for winter, and 4% for spring
- 8% annual headcount increase and 5% seat count increase
- Student success data including degree and certificate attainment, course success rates by ethnicity
- Distribution of \$648,377 in Buzzy Bookstore Bucks vouchers to students
- 134,473 Healthy Hornets meal deals distributed
- Importance in decision to enroll student survey data

- Early momentum metrics
- On the Hornet Horizon: Chapman Newell Building, the Performing Arts Complex, the eSports academic program, and the 2025-29 Strategic Plan
- Fullerton College Foundation highlights including a \$178,000 donation, events to raise \$70,000 in scholarship funds, and a new website, mission, and board members
- \$1,139,000 in new grants (Environmental Justice Fellowship, Zero Cost Textbooks, IEPI, STEM, Foster Youth, Program Mapper, and Barbershop)
- Community impact

Subsequent to the presentation, trustees inquired about the Cal State Fullerton partnership; clarification on the success rates by ethnicity data – specifically the significant dip for White students and the cause for the dip for just one group; what Buzzy Bucks can be used for at the Bookstore; efforts to move towards open educational resources and the cost for books; the OCTA bus pass program; and student survey responses to questions related to the importance in their decision to enroll. Trustees also commended Fullerton College on a great presentation, sharing the College's highlights, and their commitment to students.

(See Supplemental Minutes #1358 for the presentation materials.)

Chancellor Byron D. Clift Breland thanked **President Cynthia Olivo** and **Daniel Berumen** for the presentation and noted the continuing excellence at Fullerton College. He concluded his report by highlighting a Sacramento advocacy trip on April 2 which included ten meetings with legislators and thanked **Valentina Purtell**, **Fred Williams**, and **Kai Stearns** for their participation.

MINUTES: It was moved by Trustee Ed Lopez and seconded by Trustee Barbara Dunsheath to approve the Minutes of the Regular Meeting of March 25, 2025. **Motion carried with Trustees Bent, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Johnson Kim, and Sandoval's advisory votes, and Trustee Blount abstaining.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0170338 - P0172844 through March 19, 2025, totaling \$6,534,757.42, and check numbers C0056539 – C0056663, totaling \$3,324,764.63; check numbers F0304056 – F0305252, totaling \$396,429.02; check numbers Q0007489 – Q0007491, totaling \$8,954.00; check numbers 88557720 – 88558914, totaling \$15,381,884.53; check numbers V0032148 – V0032150, totaling \$4,256.00; check numbers 70130144 – 70130985, totaling \$200,148.65; and disbursements E9222834 – E9229611, totaling \$10,099,597.84, through March 31, 2025.

Item 3.b: By block vote, authorization was granted to accept new revenue, make adjustments to General Fund and Financial Aid Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2024-2025 allocations totaling \$1,794,664, and adopt resolutions to adjust budgets, to accept new revenue and authorize expenditures within the General Fund and Financial Aid Fund pursuant to the California Code of Regulations Title 5 §58308.

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

Item 3.c: By block vote, authorization was granted to approve the 2024-2025 General Fund transfers netting to the amount of \$1,720,556 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5 §58307.

Item 3.d: By block vote, authorization was granted to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Item 3.e: By block vote, authorization was granted to approve agreements with Arthur J. Gallagher & Company and Captive Insurance for Public Agencies to obtain insurance for the Fullerton College Music and Drama Complex for the estimated amount of \$1,449,477. This amount will be adjusted at the end of the project based on actual hard construction costs of the project.

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

Item 3.f: By block vote, authorization was granted to enter into an agreement with Ninyo & Moore for an estimated contract amount of \$158,460 to provide DSA geotechnical services for the Music and Drama Complex project at Fullerton College.

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

Item 3.g: By block vote, authorization was granted to enter into an agreement with Vital Inspection Services, Inc. for an estimated contract amount of \$594,000 to provide DSA inspection services for the Music and Drama Complex project at Fullerton College.

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

Item 3.h: By block vote, authorization was granted to enter into an agreement with Fenagh Engineering and Test for an estimated contract amount of \$346,586.90 to provide DSA lab of record services for the Music and Drama Complex project at Fullerton College.

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

Item 3.i: By block vote, authorization was granted to amend the agreement with Ninyo and Moore to provide Materials & Special Testing Services, Lab of Record, for the Business Building 300 Modernization at Fullerton College, and increase the contract amount by \$70,523, from \$187,855 to \$258,378, including all project-related expenses.

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

Item 3.j: By block vote, authorization was granted to amend the agreement with Sandy Pringle & Associates, and increase the contract amount by \$88,000, from \$561,540 to \$649,540, to provide DSA inspection services for the Chapman Newell Instructional Building and Maintenance and Operations Building project at Fullerton College.

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

Item 3.k: By block vote, authorization was granted to amend the agreement with Twining Consulting, and increase the contract amount by \$55,485.00, from \$442,648.70 to \$498,133.70, to provide Materials & Special Testing Services, Lab of Record, for the Maintenance & Operations and Chapman Newell Instructional Building Projects at Fullerton College. This amount includes all project-related expenses.

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

Item 3.l: By block vote, authorization was granted to file the Notice of Completion for Bid #2223-20, Site Barrier Removal Project at Fullerton College with Coelho Inc. and pay the final retention payment when due.

Item 3.m: By block vote, authorization was granted to approve the use of Strong Workforce Regional Marketing Project funds in the amount of \$181,656.43 to purchase and retrofit a mobile marketing vehicle for NOCE CTE Outreach and Work Based Learning Opportunities.

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

INSTRUCTIONAL RESOURCES

Item 4.a: Board President Jeffrey P. Brown introduced the discussion on the Cypress College curriculum changes by outlining the unit increase that is being proposed by Cypress College which differs from what the State recommends and what Fullerton College has approved. As part of the discussion, trustees requested additional information about the process that occurred to approve the proposed recommendation.

Kathleen McAlister, Cypress College Academic Senate President, outlined the process that began with the Cypress College Curriculum Committee and continued in flex session discussions and forums where it was clear that there was not going to be consensus. She shared that after extensive debate, the recommendation was approved by the Academic Senate and is in line with what other colleges have chosen to do. She clarified that the number of units have not been increased, but that a requirement has been added that goes beyond the Title 5 minimum.

Trustees also noted the following:

- Which area the three additional units are in?
- Concern about two colleges having different requirements within the same district. (In response it was noted that the requirements are already different. The Colleges followed the same process, but came to different decisions.)

- Whether the added classes count towards transfer?
- Is there an option for students to get a waiver for the required course?
- Clarification on whether the Curriculum Committee is part of the Senate and what the Curriculum Committee vote was.
- Concern about whether it is appropriate for trustees to get involved in the disagreement.
- A request for more information on the nature of the disagreement.
- Is it a time sensitive issue?
- Is there an online option for the Kinesiology requirement?
- Were students a part of the process? (Student Trustee Moises Sandoval shared that students were in favor of the recommendation.)
- Historically has it been the rule that the Curriculum Committee makes a recommendation and it is approved by the Academic Senate?
- A desire to not referee the philosophical differences between faculty.
- Are there additional units between the current requirement and what is being proposed? How does the proposal compare to the Title 5 requirements prior to the Title 5 revisions? (In response, it was stated that Title 5 requires 22 units and anything beyond that is at the discretion of the college.)

It was then moved by Trustee Evangelina Rosales and seconded by Trustee Ryan Bent to approve the summary of curriculum changes for Cypress College, to be effective Summer 2025 and Fall 2025. The curricula have been signed by the Campus Curriculum Chairperson and the President, and have been approved by the District Curriculum Coordinating Committee. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Johnson, Kim, and Sandoval's advisory votes.**

Item 4.b: By the block vote, authorization was granted to approve the summary of curriculum changes for Fullerton College, to be effective Spring 2025, Fall 2025, and Fall 2026. The curricula have been signed by the Campus Curriculum Chairperson and the President, and have been approved by the District Curriculum Coordinating Committee.

Item 4.c: The Board received a Dual Enrollment Data Update presented by Gabrielle Stanco, District Director of Research, Planning, and Data Management; Stephanie Teer, Cypress College Director of Dual Enrollment and Educational Partnerships; and Tam Contreras, Fullerton College Director of Dual Enrollment and High School Articulation.

The presentation highlighted multiple dual enrollment data points including unduplicated headcount broken down by high school, by year, and by college; enrollment by instructional modalities; success rates by instructional modalities; total class sections offered between 2021-22 and 2023-24; cancelled class sections broken down by subject area, academic years, and high schools; subsequent enrollment of dual enrolled students as non-special admit students; planned schedules for the 2025-26 academic year; and improvements and accomplishments by each college program.

Subsequent to the presentation, trustees asked questions regarding outreach efforts at continuation schools; mentorship aspect for classes; expressed student interest in the trades at the continuation schools; efforts to streamline applications so that one application is accepted at both colleges; whether there is a student feedback survey or collection of data; waitlisted classes due to capacity to serve and whether that is taken into account when schedules are developed; clarification on the discrepancy in the amount of classes offered

among the high schools for Cypress College; the percentage of alternative high school students who attend college, specifically our colleges; whether the number of cancelled classes are a real issue; explanation of the success rate gaps by modality between the Colleges; is training for instructors required; and whether all courses are taught by college instructors and not high school teachers.

Trustees thanked the presenters and noted that dual enrollment is a great way for community colleges to meet the needs of the community.

(See Supplemental Minutes #1358 for a copy of the presentation.)

HUMAN RESOURCES

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

RETIREMENTS

Dorado, David	FC	Instructor, Health Education Last Date of Employment: 05/31/2025 PN FCF926
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CHANGE IN SALARY CLASSIFICATION

Tashdjian, Diana	CC	Dental Tech (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 01/31/2025
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ADDITIONAL DUTY DAYS @ PER DIEM

Babad, Bruce	FC	Director of Jazz Ensemble	6 days
		Director of Jazz Band	11 days
Canner, Mark	CC	Assistant Coach, Swim	8 days
Clasby, Candice	FC	Managing Dir. Theatre Programming	3.75 days
		Director of Drama/Musical Productions	6 days
Clowes, Keven	FC	Theater Technical Director	15 days
		Resident Designer	13 days
		Coord. High School Theater Festival	3 days
		Managing Dir. Theatre Programming	3.75 days
Dedmon, Nicola	FC	Director of Concert Choir	11 days
		Director of Chamber Singers	8 days
Harless, Zachary	FC	Managing Dir. Theatre Programming	3.75 days
		Resident Designer	13 days
		Coord. High School Theater Festival	3 days

Lopez, David	FC	Director of Concert Band	8 days
Mueller, Michael	FC	Managing Dir. Theatre Programming Director of Drama/Musical Production	3.75 days 6 days
Scott, Michael	FC	Director of Jazz Ensemble Director of Jazz Band	6 days 11 days

LEAVE OF ABSENCE

@01417928	CC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 3/13/2025 – 4/25/2025 (Consecutive Leave)
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2025 SPRING SEMESTER

Medina Munera, Paola	CC	Column 1, Step 1
Suarez, Sonia	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2025 FALL SEMESTER

Valdellon, Gerard	CC	Column 1, Step 1
Vang, Burlee	CC	Column 1, Step 2

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Marroquin, Jesse	NOCE	Column 1, Step 1
Valtierra, Fernando	NOCE	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Arellano, Cristina	FC	Zero Textbook Cost DEIAA - First Course Stipend not to exceed \$3,000.00 Eff. 03/03/2025
Arellano, Cristina	FC	Zero Textbook Cost - First Course Stipend not to exceed \$1,000.00 Eff. 03/03/2025
Arellano, Cristina	FC	Zero Textbook Cost - Second Course Stipend not to exceed \$750.00 Eff. 03/03/2025
Carrithers, Joseph	FC	Zero Textbook Cost DEIAA - Third Course Stipend not to exceed \$1,000.00 Eff. 03/01/2025
Lee, Scott	FC	Zero Textbook Cost - First Course Stipend not to exceed \$1,000.00 Eff. 02/27/2025

Perez, Elsa	FC	Zero Textbook Cost - First Course Stipend not to exceed \$1,000.00 Eff. 02/27/2025
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CORRECTION TO MARCH 25, 2025 BOARD AGENDA: FACULTY SABBATICAL LEAVES

Peterson, Queen	FC	Counselor Eff. 2025 Fall Semester
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Item 5.b: By the block vote, authorization was granted for the following classified personnel matters, which are within budget:

RETIREMENTS

Rodriguez, Miguel	CC	Facilities Custodian II 12-month position (100%) Last day of employment: 04/30/2025 PN CCC746
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Santos, Martin	CC	Facilities Custodian II 12-month position (100%) Last day of employment: 03/31/2025 PN CCC840
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RESIGNATIONS

Cisneros, Jennifer	CC	Laboratory Technician/Health Science 12-month position (100%) Last day of employment: 04/02/2025 PN CCC673
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Sevilla, Grace	FC	Student Services Technician, Ed Partnership 12-month position (45%) Last day of employment: 03/27/2025 PN FCC756
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NEW PERSONNEL

Carmona, Juan	CC	Special Projects Coordinator/Credit for Prior Learning Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 04/08/2025 – 06/30/2025 PN CCT661
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Kearney, Kaitlin	NOCE	Special Project Coordinator, DSS Workforce Project Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 04/15/2025 – 06/30/2025 PN SCT999
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VOLUNTARY CHANGES IN ASSIGNMENT

Alvarado, Alejandra	FC	Student Services Specialist, EOPS Temporary Decrease in Employment Percentage From: 100% To: 60% Eff. 04/07/2025 – 06/30/2025 PN FCC869
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REASSIGNMENT

Ramirez, Daisy	CC	Research Analyst 12-month position (100%) Range 52, Step C + Doctorate PN CCC668 To: CC Senior Research and Planning Analyst 12-month position (100%) Range 57, Step C + Doctorate Classified Salary Schedule Eff. 05/01/2024 – 06/30/2024 Eff. 07/01/2024 – 05/31/2025 PN CCC668-TR
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PROFESSIONAL GROWTH & DEVELOPMENT

Rofman, Lara	NOCE	Job Developer (100%) 4 th Increment (\$400) 5 th Increment (\$400) Eff. 07/01/2024
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LEAVES OF ABSENCE

@00139609	FC	Family Medical Leave (FMLA/CFRA) Paid Leave Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 2/20/2025 – 3/6/2025 (Continuous Leave)
@00055138	NOCE	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 3/3/2025 – 5/11/2025 (Consecutive Leave)
@01380446	FC	Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 3/17/2025 – 5/18/2025 (Consecutive Leave)
@00137922	CC	Medical Leave of Absence Paid Leave Using Regular and Supplemental Sick

Leave Until Exhausted; Unpaid Thereafter
Eff. 01/30/2025 - 02/06/2025 (Consecutive Leave)

Item 5.c: By the block vote, authorization was granted for the assignment of professional experts per the professional expert listing.

(See Supplemental Minutes #1358 for a copy of the professional expert personnel listing.)

Item 5.d: By the block vote, authorization was granted for the assignment of hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1358 for a copy of the hourly personnel listing.)

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

(See Supplemental Minutes #1358 for a copy of the volunteer personnel listing.)

GENERAL

Item 6.a: The Board discussed the candidates for the California Community College Board of Trustees Board of Directors. After individually sharing who they would like to vote for, it was moved by Trustee Stephen T. Blount and seconded by Trustee Ed Lopez that the Board mark its ballot for the California Community College Board of Trustees Board of Directors by voting for the following four individuals: Jose Alcala, Ines De Luna, Anne Kepner, and Tammy Silver.

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Johnson and Sandoval's advisory votes, and Student Trustee Kim abstaining.

Item 6.b: The Board received the following proposed, revised Board policies in Chapter 2 and directed that they be placed on a future Board meeting agenda for action:

- BP 2410, Board Policies & Administrative Procedures
- BP 2430, Delegation of Authority to the Chancellor
- BP 2431, Chancellor Selection
- BP 2432, Chancellor Succession
- BP 2435, Evaluation of the Chancellor
- BP 2510, Participation in Local Decision-making
- BP 2610, Presentation of Initial Collective Bargaining Proposals
- BP 2710, Conflict of Interest
- BP 2715, Code of Ethics/Standards of Practice
- BP 2716, Political Activity
- BP 2717, Personal Use of Resources
- BP 2720, Communications Among Board Members
- BP 2725, Board Member Compensation
- BP 2730, Board Member Health Benefits
- BP 2735, Board Member Travel
- BP 2740, Board Professional Development

- BP 2745, Board Self-Evaluation
- BP 2750, Board Member Absence from the State

During the discussion, trustees noted the following:

- BP 2410: Add “of Trustees” when referencing the Board and do not capitalize policy in “Board policy.”
- BP 2430: Update pronouns and capitalize Board in “Board policy.” Trustees also discussed whether section 2.0 required additional language to better capture the situations when the Chancellor can act, but ultimately made no recommendation.
- BP 2435: Trustees discussed whether the optional DEIA language in section 4.0 was necessary. Some felt it was unnecessary because the Board already has evaluative criteria and had issues with making it mandatory, while others felt the language was important because it is reflective of the District’s values. In lieu of the word “shall” there was discussion of replacing it with “may” or “should.”
- BP 2510: Update the language in section 2.3 so it also includes NOCE which does not have an Associated Students group. Perhaps use “student body association” as noted in BP 2105.
- BP 2710: Correct the reference section and replace “in” with “by” in section 1.0.
- BP 2715: Replace “violation” with “complaint” in section 4.0.
- BP 2720: Delete the proposed language in section 1.0 and renumber the policy.
- BP 2725: Replace “average daily attendance” with “the full-time equivalent (FTES) for the prior year was” and added “or student member” to section 1.0.

The revised policies will return to the April 22 Board meeting for Board consideration.

Item 6.c: The Board received as information the following revised administrative procedures in Chapters 2 and 4:

- AP 2410, Board Policies & Administrative Procedures
- AP 2430, Delegation of Authority to the Chancellor
- AP 2435, Evaluation of the Chancellor
- AP 2510, Participation in Local Decision-making
- AP 2610, Presentation of Initial Collective Bargaining Proposals
- AP 2710, Conflict of Interest
- AP 2714, Distribution of Tickets or Passes
- AP 2715, Code of Ethics/Standards of Practice
- AP 2735, Board Member Travel
- AP 2740, Board Education
- AP 2745, Board Self-Evaluation
- AP 4025, Philosophy and Criteria for Associate Degree, General Education, and Bachelor’s Degree
- AP 4100, Graduation Requirements for Degrees and Certificates

Trustees recommended revisions to AP 2710 (the addition of “by” to section 6.0 and other additional language) so it is similar to BP 2710 which includes the correct legal language.

The administrative procedures are available on the District’s website, where they are readily accessible by students, employees, and the general public.

Item 6.d: It was moved by Trustee Evangelina Rosales and seconded by Trustee Ryan Bent to adopt Resolution No. 24/25-16, Trustee Absence verifying that Trustee Stephen T. Blount was absent on March 25, 2025 due to illness and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes, including Student Trustees Johnson, Kim, and Sandoval's advisory votes, and Trustee Blount abstaining**

A signed affidavit from Trustee Blount verifying his absence due to illness will be on file in the Chancellor's Office.

Item 6.e: Board President Jeffrey P. Brown asked if there were any requests for potential future agenda items and there were none.

CHANCELLOR'S STAFF COMMENTS

Valentina Purtell congratulated the Institutional Research and Planning Team for being recognized with an honorable mention by the RP Group for their report, "From Enrollment to Completion: Exploring Noncredit Time to Completion" and thanked **Trustee Mark Lopez** and **Chancellor Byron D. Clift Breland** for participating on a tour of the Anaheim Campus and presentation highlighting community-based programs. She introduced **Lisa Mednick Takami** as the new, permanent CC-TAP Director and shared her background and achievements with the Board. President Purtell shared news of the recent passing of **Dennis Davino** who served within the District for nearly three decades and helped in the founding of the Feasts of Harvest initiative with the Ronald McDonald House. She noted that he would be remembered for his kindness, compassion, sense of humor, and culinary creations that brought joy to so many.

Cynthia Olivo reported on the 13th Annual French Film Festival and thanked the planning committee, led by Faculty of the Year **Catherine Reinhardt-Zacair** and the Humanities Division Office, along with French Club students and includes attendance from 15 local high schools which highlight the role that Fullerton College plays in the community as a hub for education, culture, and the arts. She shared several upcoming Fullerton College events including Black Student Success Week from April 21-25 with a theme of "Lift Up, Level Up: The Rise of Black Serving Institutions," the Earth Day Symposium: The Climate Movement is a Justice Movement on April 22, the Solar Panel Ribbon Cutting Ceremony on April 25, and a pickle ball competition on April 25 for employees. President Olivo noted that Fullerton College will be represented at the Association of Asian Pacific Americans in Higher Education (APAHE) Conference where the APIDA Amplified Team will present two sessions.

Scott Thayer thanked **Chancellor Byron D. Clift Breland** for hosting a Chancellor Connect in the Cypress College Art Gallery on April 7 and invited trustees to attend the 10th Annual Yom HaShoah event on April 10 which will feature the stories of Holocaust survivors. He shared that the 4th Annual Veterans Resource Center 5K, in collaboration with the Puente Club, will take place on May 5 and that the College is partnering with Active Minds to host "Send Silence Packing" which is an event to inspire action around suicide prevention that will take place on April 23. President Thayer recognized the Speech and Debate Team who recently finished in sixth place at the state championships and where **Jacob Blair** earned first place in the Top Speaker, Debate Speech, and Extemporaneous categories and gold in Parliamentary Debate with **Brandon Griffin**. He concluded his report by congratulating **Moises Sandoval** on his election as the new Cypress College Student Trustee.

RESOURCE TABLE PERSONNEL COMMENTS

Bridget Kominek shared two resolutions adopted by the Fullerton College Faculty Senate. Resolution No. 2025-1, "Call for the North Orange County Community College District to Offer Employment-Based Immigrant Visas" which calls on the Board to affirm support for undocumented and DACAmented employees, and to demonstrate its commitment by sponsoring employment-based visas for all undocumented and DACAmented permanent employees in alignment with legal requirements and in consultation with the bargaining units. Resolution No. 2025-2, "Affirmation of Support for LGBTQIA2S+ Students and Employees" affirms Senate support for LGBTQIA2S+ students and employees; support and continued maintenance for programs, policies, and practices that support LGBTQIA2S+ students and employees districtwide; and expanded college policies and practices to ensure LGBTQIA2S+ students and employees are affirmed and protected. She also invited Board participation in the upcoming Fullerton College 2025-2029 Strategic Plan open forums to provide input before the draft makes its way through the participatory governance process for formal consideration.

(See Supplemental Minutes #1358 for copies of the resolutions.)

Elaine Loayza clarified her previous Board meeting report by noting that her statement regarding the many CSEA proposals that have had no results were in reference to the IT MOU negotiations, not successor negotiations. She cited the CSEA Collective Bargaining Agreement with the District regarding longevity which includes six 5% increases over the course of 30 years every five years for classified employees. She noted the District's exemplary financial status and reserves, and despite that CSEA's proposals have been turned down because the Board's intent is to eliminate longevity for new IT hires. She stated that as CSEA negotiates a full contract, they remain united in their pursuit of a better and fairer agreement, better wage compensation, and stronger health benefits.

MEMBERS OF THE BOARD OF TRUSTEES COMMENTS

Student Trustee Robert Johnson reported on his attendance at the Student Senate for California Community Colleges (SSCCC) General Assembly where he was able to introduce himself and the District during the public comment period, and was able to connect with other student trustees. He shared plans to advocate for the establishment of an NOCE Associated Students body and reported on upcoming events including the Career Fair, student trustee elections, and commencement.

Student Trustee Sharon Kim reported on the Fullerton College delegation who attended the SSCCC General Assembly and successfully passed a resolution in support of SWANA and connected with fellow student leaders. She reported that an upcoming college fair which will include over 50 representatives and planning efforts to celebrate the Students of Distinction recipients and commencement. She also shared that she has been accepted into UC Irvine Honors Program.

Student Trustee Moises Sandoval also reported on attendance at the SSCCC General Assembly where members of the Cypress College delegation submitted five resolutions that were all unanimously passed. He shared that the Inter Club Council will host World Fest on April 15 and that Associated Students recently updated their bylaws and filled their cabinet positions with one exception.

Trustee Mark Lopez reported on his campus tour of Cypress College, a Fullerton College job walk, and a tour of the NOCE Anaheim Campus and thanked staff for facilitating them.

Trustee Evangelina Rosales welcomed **Student Trustee Moises Sandoval** to the Board and noted that she looked forward to working with him.

Trustee Stephen T. Blount reported that he was happy to be attending his first Board meeting back after recovering from a leg injury and surgery.

PUBLIC COMMENTS ON NON-AGENDA & CLOSED SESSION ITEMS:

Rod Lusch, District Retiree, made a statement for the record in support of longevity pay which he stated recognizes the value and worth of classified employees and their contributions which permit the District to function efficiently and effectively. The District's intent to eliminate longevity pay for new employees would be a profound salary reduction that would affect employee's pension and retirement income, and stated the District's proposal was unacceptable.

(See Supplemental Minutes #1358 for a copy of the full statement.)

Aaron Pilkey, Cypress College Classified Employee, expressed his appreciation for his position within the District, but noted that his quality of life has been greatly reduced by unrelenting inflation. He stated that it appears like District administration receive raises on a regular schedule, while CSEA members have to fight for theirs, and shared his belief that longevity will be removed from all employees. He said it was time to show appreciation for the work of classified staff, begin treating them as equals, and stop trying to take away their benefits.

Hoang Ho, Fullerton College Student, spoke in support of all District employees and shared how his upcoming graduation would not be possible without the support of staff who helped him navigate college as a first-generation student. He praised each trustee for their work and accomplishments, asked why they were seeking to take away benefits and longevity, and urged the Board to work out a new contract with mutual respect.

CLOSED SESSION: At 9:19 p.m., Board President Jeffrey P. Brown adjourned the meeting to closed session per the following sections of the Government Code and reported that there would not be a read out:

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

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

Per Section 54957: PUBLIC EMPLOYEE: Vice Chancellor, Administrative Services and Vice Chancellor, Educational Services and Institutional Effectiveness.

RECONVENE MEETING: At 11:25 p.m., Board President Jeffrey P. Brown reconvened the meeting in open session.

ADJOURNMENT: At 11:26 p.m., it was moved by Trustee Jeffrey P. Brown and seconded by Trustee Evangelina Rosales to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, E. Lopez, M. Lopez, and Rosales voting yes.**

Prepared By Recording Secretary for
Ed Lopez, Secretary, Board of Trustees

UNAPPROVED