



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

MEETING: Regular Meeting in February 2016
DATE: Tuesday, February 9, 2016, at 5:30 p.m.
PLACE: Anaheim Campus Board Room
 1830 W. Romneya Drive, Anaheim, CA 92801

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

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

AGENDA:

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

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

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

- f. **Reports:**
Chancellor
 - * **New District Website**
By: Kai Stearns Moore, District Director, Public & Governmental Affairs, and Melissa Utsuki, Public Affairs Assistant
- g. **Comments:**
College Presidents/Provost
Resource Table Personnel

Members of the Board of Trustees

2.
 - a. **Approval of Minutes of the Only Meeting of January 26, 2016.**
 - b. **CLOSED SESSION: Per the following sections of the Government Code:**

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

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

Section 54957: PUBLIC EMPLOYEE APPOINTMENTS: Chancellor and Fullerton College President
3. **PUBLIC HEARING**
 - a. It is recommended that the Board receive comments from the public on the initial reopener proposals submitted by CSEA Chapter #167 to the District.
 - b. It is recommended that the Board receive comments from the public on the initial reopener proposals submitted by the District to CSEA Chapter #167 and after providing the public with the opportunity to comment, adopt the District's initial proposal.
4. **FINANCE & FACILITIES**
 - [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
 - [b] Authorization is requested for the 2015-16 General Fund, Bond Building Fund, and Capital Outlay Fund transfers and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307. **(The Resolutions are available for review in the District's Business Office.)**
 - c. It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended December 31, 2015, as required by §58310 of Title 5.
 - d. It is recommended that the Board receive the Quarterly Investment Report for the quarter ended December 31, 2015.
 - [e] Authorization is requested to declare the list of items 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 (65%) and the auction company (35%).

- f. Authorization is requested is requested to recognize a transfer to the Capital Outlay Fund for the Network Refresh Project and adopt a resolution to adjust budgets and authorize expenditures within the Capital Outlay Fund, pursuant to the California Code of Regulations, Title 5, §58308. **(The Resolution is available for review in the District's Business Office.)**

5. HUMAN RESOURCES

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

Change in Salary Classification
 Leaves of Absence
 Return from Administrative Leave With Pay
 Temporary Academic Hourly

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

Resignations
 New Personnel
 Promotions
 Professional Growth & Development
 Voluntary Changes in Assignment
 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.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: February 9, 2016
SUBJECT: CSEA Chapter #167 Reopeners for 2016/2017

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: The collective bargaining agreement between CSEA Chapter #167 and the District provides that during a multiple-year agreement, either party shall have the right to reopen the agreement each fiscal year on matters pertaining to wages and benefits and one other article of the agreement. CSEA Chapter #167 has submitted the attached reopeners.

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

How does this relate to Board Policy: This item is in compliance with Board and Administrative Policies 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that Board receive comments from the public on the attached reopeners proposed by CSEA Chapter #167.

Irma Ramos

Recommended by

Approved for Submittal

3.a.1

Item No.

JAN 13 2016



California School Employees Association **HUMAN RESOURCES**

To: Irma Ramos, Vice Chancellor of Human Resources, NOCCCD
From: Rod Lusch, President, CSEA Chapter 167 *RBL*
Date: January 2, 2015
Subject: CSEA 2016-2017 Collective Bargaining Agreement Reopeners

Per ARTICLE 26 NEGOTIATIONS, Section 26.5 Reopener Clause of the Agreement between the North Orange County Community College District (NOCCCD) and Chapter 167 California School Employees Association (CSEA), the parties shall have the right to reopen the Agreement on matters pertaining to wages and health and welfare benefits and any other Article by giving written notice.

Therefore, for the fiscal year of 2016-2017, CSEA proposes the following reopeners:

Article 9 – Pay and Allowances

Achieve agreement on matters pertaining to wages and health and welfare benefits, including the possibility of an additional step on the classified salary schedule, and a new classified wage compensation study with a delineated plan for implementation.

Article 15 - Leaves

Change sick leave reporting deductions to allow half (1/2) hour increments, without any accumulation requirements for that increment value.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: February 9, 2016
SUBJECT: District Reopeners to CSEA Chapter #167 for 2016/2017

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: The collective bargaining agreement between CSEA Chapter #167 and the District provides that during a multiple-year agreement, either party shall have the right to reopen the agreement each fiscal year on matters pertaining to wages and benefits and one other article of the agreement. The District has submitted the attached reopeners.

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

How does this relate to Board Policy: This item is in compliance with Board and Administrative Policies 2610, Presentation of Initial Collective Bargaining Proposals.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive comments from the public on the attached reopener proposal by the District to CSEA Chapter #167. It is further recommended that after providing the public with the opportunity to comment, the Board adopt the District's initial proposal.

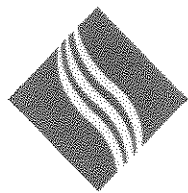
Irma Ramos

Recommended by

Approved for Submittal

3.b.1

Item No.



NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

Greatness. Achieved.

Office of Human Resources

INTRADISTRICT CORRESPONDENCE

To: Rod Lusch, President, CSEA Chapter 167

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

Date: December 2, 2015

Subject: District Contract Reopeners for 2016-2017

Pursuant to the provisions of Article 26 of the Agreement between CSEA Chapter 167 and the District, this will serve as notice of the District's proposed contract reopeners on matters pertaining to wages, health and welfare benefits, and any one other article of the agreement. The District proposes the following:

Article 9 - Pay and Allowances

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

Article 15 – Leaves

Modify current language regarding Supplemental Sick Leave and Family Illness Leave to comply with legal mandates.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 9, 2016	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>X</u>

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

The purchase order numbers P0106825 - P0107404, check numbers C0042792-C0042940; F0197651-F0197955; Q0004593-Q0004708; 88447236-88447989; V0031335-V0031339; disbursements E8618289-E8618498; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are SCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; and disbursements beginning with "E" are financial aid payments made electronically via the Higher One disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

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

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

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

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0106825 - P0107404 through January 31, 2016, totaling \$1,712,673.88, and check numbers C0042792-C0042940, totaling \$3,031,969.06; check numbers F0197651-F0197955, totaling \$1,083,166.05; check numbers Q0004593-Q0004708, totaling \$4,432.00; check numbers 88447236-88447989, totaling \$2,789,900.48; check numbers V0031335-V0031339, totaling \$6,404.46; and disbursements E8618289-E8618498, totaling \$318,332.00, through January 31, 2016.

Brian Fahnstock
Recommended by

Approved for Submittal

4.a
Item No.

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0106825	Triangle Scenery, Drapery & Lighting Co	\$997.92		FC	Drapery Panels for Classrooms
P0106900	Raptor Workholding LLC	\$2,847.81		FC	Machining Tools
P0106901	Suzuki Motor of America Inc	\$1,306.82		FC	Shipping Cost for 19 Engine Assemblies
P0106939	Exablox Corporation	\$15,685.20		FC	Network Storage Equipment
P0106958	Knorr Systems Inc	\$2,500.00		FC	Blanket Order for Pool Repairs
P0106960	Patriot Paving Inc	\$3,050.00		FC	Concrete Repairs
P0106961	Computerland of Silicon Valley	\$7,459.00		CC	Software Licenses
P0106962	A Alvarado Painting	\$8,500.00	Capital Outlay	AC	Exterior Painting Bldg. 2200 @ FC
P0106963	Case & Sons Construction Inc	\$18,615.00	Capital Outlay	AC	Pump Replacement 500 Bldg at FC
P0106964	Ortiz Tractor Service	\$22,500.00	Capital Outlay	AC	Drainage for Horticulture Main Green House @ FC
P0106966	VR Mason	\$28,929.92		SCE	Classroom Partitions/Drywall/Patching
P0106967	Jacobsen Southern California	\$37,908.00	Capital Outlay	FC	Sweeper for Fullerton College
P0106983	Amazon com	\$408.23		CC	Air Compressor
P0106984	Amazon com	\$1,267.66		CC	Drill Set & Saw
P0106985	Amazon com	\$408.22		CC	Art Supplies
P0106986	CDW Government Inc	\$22,782.24		SCE	Computer Tablets
P0106987	Leepfrog Technologies Inc	\$75,000.00		AC	Curriculum/Catalog Management Services for Anaheim Campus IS Dept.
P0106988	Pacific Parking Systems Inc	\$3,802.83		FC	Parking Meter Card Upgrade
P0106989	Leepfrog Technologies Inc	\$77,060.00		AC	Courseleaf Software & Support Services for Fullerton College
P0106990	Island Advertising Specialties	\$8,577.04		FC	Computer Notebooks
P0106991	Pacific Parking Systems Inc	\$3,693.00		FC	Parking Meter Bill Cassette
P0106992	National Collegiate Honors Council	\$500.00		FC	Institutional Membership
P0106993	Houghton Mifflin Harcourt Publishing Company	\$139.65		SCE	Textbooks
P0106994	Apple Computer Inc	\$3,023.95		CC	Computer Cart
P0106995	Art Supply Warehouse	\$560.00		CC	Blanket Order for Art Supplies
P0106996	Amazon com	\$156.27		CC	Science Lab Supplies
P0106997	Amazon com	\$147.97		CC	Art Lab Supplies
P0106998	Amazon com	\$630.51		CC	Art Lab Supplies
P0106999	Leepfrog Technologies Inc	\$53,080.00		AC	Curriculum/Catalog Management Services for Cypress College
P0107000	Leepfrog Technologies Inc	\$38,480.00		AC	Curriculum/Catalog Management Services for SCE
P0107001	EMC/Paradigm Publishing	\$56.85		SCE	Textbooks
P0107022	McGraw Hill Co	\$178.70		SCE	Textbooks
P0107023	PGINET Consulting	\$425.00		SCE	Website Support

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107024	BAVCO	\$2,000.00		FC	Blanket Order for Plumbing Supplies
P0107025	Stater Bros Markets - A CA Corp	\$200.00		CC	Blanket Order for Chemistry Lab Supplies
P0107026	Home Depot	\$300.00		CC	Blanket Order for Chemistry Lab Supplies
P0107027	Promotional Concepts Enterprises	\$4,633.93		CC	Custom Flash Drives
P0107028	Toshiba America Information Systems Inc	\$8,005.87		CC	Copier
P0107029	Stored Value Marketing	\$12,645.95		FC	Gas Card Purchase for CARE program Spring 2016
P0107030	Ortiz Tractor Service	\$34,193.00	Capital Outlay	AC	Campus Wide Drainage Repairs @ FC
P0107031	Pacific Parking Systems Inc	\$9,979.60		FC	Parking Permit Machine
P0107032	CDW Government Inc	\$7,445.42		FC	Computers
P0107033	Master Grinding & Security LLC	\$1,902.00		FC	Lockdown Magnets
P0107034	Office Depot	\$1,000.00		FC	Blanket Order for Office Supplies
P0107035	VWR Funding Inc	\$400.00		CC	Blanket Order for Biology Lab Supplies
P0107036	Carolina Biological Supply Co	\$200.00		CC	Blanket Order for Biology Lab Supplies
P0107037	Cynmar Corporation	\$376.33		CC	Chemistry Lab Supplies
P0107038	English Council of California Two Year Colleges	\$175.00		CC	Institutional Membership
P0107039	Sodexo Inc and Affiliates	\$99.36		FC	Catering for Growth Mindset Training
P0107040	DJ Orthopedics LLC	\$3,315.88		FC	Athletic Supplies - Braces
P0107042	Scantron Corporation	\$231.68		CC	Scantron Forms
P0107043	Corporate Business Interiors Inc	\$30,958.13	Capital Outlay	CC	Furniture for Cypress College Tech III Classroom
P0107044	MAKEIT Inc	\$6,423.84		CC	3D Printers
P0107045	Arbor Scientific	\$355.32		CC	Physics Lab Supplies
P0107047	Turf Star Inc	\$1,200.00		CC	Blanket Order for Mower Repairs
P0107048	Aaron Brothers Inc	\$3,023.14		CC	80 Picture Frames
P0107049	Ollivier Corporation	\$1,248.75		FC	Upgrade Lenel Network System
P0107050	GST	\$2,357.92		FC	Computer
P0107051	Fefifolios	\$11,000.00		CC	Website Services for Photography Department
P0107052	Smart & Final	\$300.00		FC	Blanket Order for Cosmetology Supplies
P0107053	Fisher Scientific Co LLC	\$478.45		CC	Chemistry Lab Supplies
P0107057	VS Athletics	\$3,041.00		FC	Athletic Equipment for Track & Field
P0107058	Case & Sons Construction Inc	\$4,517.20		FC	White Board Installation
P0107059	City of Fullerton	\$210.00		FC	False Fire Alarm Fees
P0107060	Amazon com	\$73.25		CC	Textbooks
P0107061	Amazon com	\$292.83		SCE	Textbooks

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107062	Fisher Scientific Co LLC	\$1,000.00		CC	Blanket Order for Chemistry Lab Supplies
P0107063	Amazon com	\$161.81		CC	Physics Lab Supplies
P0107064	Pasco Scientific	\$2,218.32		CC	Physics Lab Supplies
P0107065	Allsteel Inc	\$1,121.04		CC	Office Chairs
P0107066	Hyland Software Inc	\$9,000.00		CC	Software
P0107067	Midpoint Office Inc	\$10,736.39		FC	Tables & Chairs
P0107068	Phelps, Celeste	\$465.01		CC	Reimbursement for DSS Advisory Meeting Breakfast
P0107069	Crockrom, Lessie'	\$353.98		FC	Reimbursement for Rack & Liners
P0107070	Western Graphics Plus	\$3,609.20		CC	Canopies
P0107071	Integrated Interiors Inc	\$28,500.00	Capital Outlay	CC	Plumbing, Electrical & Painting Services
P0107072	Waxie Sanitary Supply Inc	\$9,413.39	Capital Outlay	FC	12 Vacuums
P0107074	Fascella Finishes Inc	\$2,965.00	Capital Outlay	AC	Labor and Material to Install One Way Mirror @ FC
P0107075	Gorm Inc	\$12,044.62	Capital Outlay	FC	Autoscrubber for Fullerton College
P0107076	Perkin Elmer Informatics Inc	\$1,500.00		FC	Software Subscription Renewal
P0107077	Monterey Casket Co Inc	\$708.51		CC	Mortuary Science Supplies
P0107078	B & H Photo Video Inc	\$8,747.43		FC	2 Camcorders and Miscellaneous Accessories for Preschool Lab
P0107079	Bio Corporation	\$1,711.27		CC	Biology Lab Supplies
P0107080	Carolina Biological Supply Co	\$234.07		CC	Biology Lab Supplies
P0107081	CDW Government Inc	\$469.25		AC	Computer Printer
P0107082	Amazon com	\$325.92		SCE	10 Digital Voice Recorders for Disabled Students Center
P0107083	Postmaster - Fullerton	\$675.00		AC	Mail Permit Fees
P0107084	Rundus, Katharin	\$399.00		AC	Reimbursement for Sabbatical Bond
P0107085	Mattson, Carol	\$408.50		AC	Reimbursement for Sabbatical Bond
P0107086	Springhill Suites and Residence Inn San Jose Airport	\$9,974.18		FC	Hotel for Fieldtrip Concert Choir/Fine Arts
P0107087	Fullerton Chamber of Commerce	\$525.00		FC	Institutional Membership
P0107088	Autism Resource Mom Inc	\$150.00		SCE	Presentation to Teachers and Staff
P0107089	Broadcast Supply Worldwide	\$441.62		FC	Radio Broadcasting Supplies
P0107090	Thompson Industrial Supplies	\$250.24		FC	Bearing Supplies
P0107091	Via Promotionals Inc	\$608.05		CC	Teacher Prep Banners
P0107092	Psychological Assessment Resources Inc	\$1,306.37		SCE	Testing Forms
P0107093	Pearson	\$6,264.17		SCE	Textbooks
P0107094	Postmaster - Cypress	\$225.00		CC	Mailing Permit
P0107095	Holmes, Elizabeth	\$2,500.00		CC	CTE Marketing Viewbook Services

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107096	Office Depot	\$4,000.00		SCE	Blanket Order for Office Supplies
P0107097	Fisher Scientific Co LLC	\$449.43		CC	Biology Lab Supplies
P0107098	Cypress College	\$1,100.00		CC	Food Reimbursement for Legacy Program Field Trip
P0107099	Gabourie, Lillian	\$45.00		CC	Reimbursement for Payment of Membership
P0107100	Sign-A-Rama	\$228.55		AC	Sign Installation
P0107101	Medco Supply Co	\$1,167.62		FC	Medical Supplies
P0107102	Spinitar Presentation Products Inc	\$6,062.09		FC	Computer Equipment
P0107103	Amazon com	\$1,676.05	Capital Outlay	CC	Computer Supplies
P0107104	Dermalogica Inc	\$3,000.00		FC	Blanket Order for Cosmetology Supplies
P0107105	CDW Government Inc	\$6,740.00		FC	Software
P0107106	Sigma-Aldrich Inc	\$175.41		CC	Biology Lab Supplies
P0107118	Integrated Interiors Inc	\$8,250.00		CC	Carpet Installation
P0107119	Enviser	\$9,939.00		FC	Removal of HVAC Equipment
P0107120	Amazon com	\$572.40		CC	2 Microwaves for Disabled Student Services
P0107121	Wolters Kluwer Health	\$137.92		FC	Athletic Charts
P0107122	Coast Arbor	\$4,535.00		AC	Tree Trimming Services
P0107123	Office Depot	\$500.00		CC	Blanket Order for Office Supplies
P0107124	Southern California Fitness Service	\$199.00		FC	Gym Equipment Maintenance
P0107125	Thomson West	\$298.63		CC	Radiology Program Reference Information
P0107126	YBH Restaurants Inc	\$300.24		CC	Catering for International Student Program
P0107127	CDW Government Inc	\$737.19		CC	Computer
P0107128	SimplexGrinnell	\$923.00		AC	Fire Damper Repair
P0107129	Sodexo Inc and Affiliates	\$322.74		FC	Catering for Library Celebration
P0107130	Show Off Designs Inc	\$941.19		FC	Polo Shirts for Outreach
P0107132	Lynda.com	\$1,750.00		FC	Computer Software
P0107133	Amazon com	\$202.10		CC	Physics Lab Supplies
P0107134	Direct Advantage Inc	\$1,153.30		FC	Double Pedestal Desk
P0107136	BSN Sports Inc	\$1,887.55		FC	Athletic Uniforms
P0107137	Buddy's All Stars, Inc.	\$1,271.20		FC	Athletic Uniforms
P0107138	University of California, Davis	\$2,171.66		FC	UC Davis Pre-Health Conference
P0107139	Hopper Equipment & Supply Inc	\$1,300.00		FC	Blanket Order for Instructional Supplies
P0107140	MSC Industrial Supply Co Inc	\$1,805.00		FC	Blanket Order for Instructional Supplies
P0107141	Amazon com	\$77.31		SCE	Textbook

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107142	Chef Marla McGee Inc.	\$432.00		CC	Catering for Immigration Orientation
P0107143	Henry Schein Inc	\$4,832.11	Capital Outlay	CC	Ice Machine
P0107144	BSN Sports Inc	\$352.00		FC	Baseball Supplies
P0107145	Fisher Scientific Co LLC	\$250.04		CC	Biology Lab Supplies
P0107146	Scantron Corporation	\$62.97		CC	Instructional Supplies
P0107148	Lakeshore Learning Materials	\$111.20		SCE	Educational Materials
P0107149	Office Depot	\$36.31		SCE	Office Supplies
P0107150	Mitchell 1	\$1,456.92		FC	Automotive Software
P0107151	Amazon com	\$103.60		CC	Physics Lab Supplies
P0107152	Amazon com	\$69.72		CC	Physics Lab Supplies
P0107153	Computerland of Silicon Valley	\$171.73		CC	Software
P0107156	City of Anaheim	\$370.00		AC	Generator Annual Fee
P0107157	American Printing House for the Blind	\$125.30		FC	Educational Materials
P0107158	Komos, Diane	\$276.12		FC	Reimbursement for Lab Supplies
P0107159	Parrot Software LLC	\$479.40		FC	Software
P0107160	Demco Inc	\$3,520.00		CC	Shelves & Tables
P0107161	Amazon com	\$252.06		SCE	Textbooks
P0107162	Tutela Inc	\$312.50		AC	Parking Lot Camera Repairs
P0107163	Pacific College Testing	\$2,451.18		FC	Site License
P0107163	Pacific College Testing	\$2,451.18		FC	Testing Booklets
P0107164	Coast Arbor	\$2,800.00		AC	Tree Trimming Services
P0107165	XLNT Tint of Anaheim Inc	\$845.24		AC	Window Tint Repairs
P0107166	Coast Arbor	\$400.00		AC	Plumbing Repairs
P0107167	Division of the State Architect	\$467.18		CC	Tech Ed. Bldg.1- State Architect Fees
P0107168	Brea Chamber of Commerce	\$652.50		FC	Institutional Membership
P0107169	CDW Government Inc	\$677.10		AC	Office Supplies
P0107170	Grainger Inc	\$1,254.75		CC	Safety Glasses
P0107172	Uline Inc	\$122.11		CC	Instructional Supplies
P0107173	Grainger Inc	\$106.40		CC	Biohazard Bags
P0107174	The Traffic Safety Store	\$256.53		CC	Safety Supplies
P0107175	Amazon com	\$421.09		SCE	Textbooks
P0107177	Clarus Corporation	\$5,000.00		CC	Advertising Fees
P0107178	Transportation Charter Services Inc	\$1,175.00		FC	Transportation Fees to UC San Diego

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107179	Amazon com	\$873.38		SCE	Textbooks
P0107180	VWR Funding Inc	\$1,500.00		FC	Blanket Order for Biology Instructional Supplies
P0107181	Home Depot	\$300.00		FC	Blanket Order for Horticulture Supplies
P0107182	Sasco Electric	\$1,545.00		CC	Installation of Additional Receptacles
P0107183	Apple Computer Inc	\$31,398.01		FC	Computers
P0107191	Computerland of Silicon Valley	\$124.00		CC	Software
P0107192	Classmate LLC	\$1,000.00		FC	Software Subscription
P0107193	Fascella Finishes Inc	\$5,927.81		FC	Mail Box Installation
P0107194	The Research & Planning Group for CCC	\$350.00		CC	Institutional Membership
P0107195	CDW Government Inc	\$732.24		FC	Computer Supplies
P0107196	California State University Fullerton	\$2,556.00		FC	Track Rental Fees
P0107197	Office Depot	\$2,000.00		CC	Blanket Order for Office Supplies
P0107198	Office Depot	\$5,000.00		FC	Blanket Order for Office Supplies
P0107199	Sasco Electric	\$3,200.00		CC	Electrical Installations
P0107200	Mueller Kueps LP	\$2,056.11		FC	Automotive Tools
P0107201	Orange County Business Council	\$5,000.00		AC	Institutional Membership
P0107202	Holiday Inn	\$1,467.46		AC	Hotel Fees
P0107203	Sesac Inc	\$1,135.69		CC	Copyright License Fees
P0107204	Storage Solutions Inc	\$2,967.71		FC	Auto Tech Lab Table
P0107205	Y Squared Electronics Inc	\$7,685.12		CC	Computer Software
P0107206	Covercraft Industries LLC	\$2,360.26		FC	7 Vehicle Protection Covers
P0107207	KT Industries Inc	\$45,000.00	Capital Outlay	CC	Electrical Testing and Maintenance
P0107208	Spinitar Presentation Products Inc	\$302.69		CC	Thermal Paper
P0107209	Everwhite	\$486.63		FC	White Board
P0107221	Scantron Corporation	\$422.09		CC	Testing Supplies
P0107222	South Coast Higher Education Council	\$50.00		CC	Institutional Membership
P0107223	Office Depot	\$2,000.00		SCE	Blanket Order for Office Supplies
P0107224	MSC Industrial Supply Co Inc	\$4,000.00		FC	Blanket Order for Auto Tech Supplies
P0107225	Snap-on Business Solutions	\$5,000.00		FC	Blanket Order for Auto Tech Supplies
P0107226	Romac Supply Co	\$7,047.01	Capital Outlay	AC	Cooling Tower Supplies
P0107227	Office Depot	\$2,500.00		SCE	Blanket Order for Office Supplies
P0107231	Bergman Dacey Goldsmith	\$2,286.00	Capital Outlay	AC	Professional Legal Services
P0107232	Oracle Corporation	\$855.72		AC	IS Support Services

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107233	Fullerton College	\$3,216.00		FC	Child Development Lab School for Childcare
P0107234	Taylor, Charmain	\$86.00		FC	Reimbursement for Course Materials
P0107235	National Association of Veterans Program Administrators	\$175.00		FC	Institutional Membership
P0107236	CDW Government Inc	\$293.35		FC	Office Supplies
P0107253	EX Libris Users of North America	\$38,545.09		AC	Software Maintenance for IS Dept.
P0107257	Nth Generation Computing Inc	\$3,780.00		FC	Software Support
P0107258	GST	\$376.93		CC	Office Supplies
P0107259	Emergency Ambulance Service	\$300.00		FC	Emergency Ambulance Service
P0107260	Glasby Maintenance Supply Co.	\$2,175.12		AC	7 Mats
P0107261	SARS Software Products Inc	\$1,000.00		FC	Software Fees
P0107262	Gilbert & Stearns Inc	\$1,448.00		FC	Emergency Shutoff Button & Switch for Machine Shop Classroom
P0107263	Orange County Water District	\$161.00		CC	Water Production Statement
P0107264	On Demand	\$365.06		SCE	DMV Manuals
P0107265	YBH Restaurants Inc	\$364.77		AC	Catering Services - New Faculty Welcome
P0107266	Art Supply Warehouse	\$332.43		SCE	Art Supplies
P0107267	Oriental Trading Company Inc	\$53.73		SCE	Educational Supplies
P0107268	School Specialty Inc	\$159.50		SCE	Art Supplies
P0107269	Jeffers Handbell Supply Inc	\$659.97		SCE	Music Books
P0107270	Nasco Modesto	\$197.08		SCE	Art Supplies
P0107271	Michael's Arts & Crafts	\$185.11		SCE	Office Supplies
P0107272	Dick Blick Co	\$1,313.11		SCE	Art Supplies
P0107273	Office Depot	\$210.14		SCE	Office Supplies
P0107274	National Council for Marketing and Public Relations	\$150.00		AC	Content Strategy Webinar
P0107275	National Coalition of Advanced Technology Centers	\$600.00		SCE	Institutional Membership
P0107276	Cypress College	\$1,280.43		AC	Catering Services - District Wide EEO Training
P0107277	Orange County Air Conditioning	\$2,801.47	Capital Outlay	AC	HVAC Repairs
P0107278	The Container Store Inc	\$271.65		FC	Oceanography Lab Supplies
P0107279	Johnny's Selected Seeds	\$93.96		FC	Aquaponics Lab Supplies
P0107287	Michael's Arts & Crafts	\$80.83		SCE	Instructional Supplies
P0107288	DJS Fabrications Inc.	\$1,783.56		FC	8 Dollies & 2 Stations
P0107289	Snap-on Business Solutions	\$6,357.26		FC	Automotive Machine
P0107290	Johnson, Nicole	\$1,000.00		AC	New Faculty Orientation Speaker
P0107292	Orange County Air Conditioning	\$5,633.24	Capital Outlay	AC	Power Plant Multi-Sensor Controller

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107293	United States Plastic Corporation	\$307.58		FC	Lab Storage Supplies
P0107294	VWR Funding Inc	\$123.60		CC	Lab Safety Supplies
P0107295	Fisher Scientific Co LLC	\$755.56		CC	Chemistry Lab Supplies
P0107303	American Health Info & Mgt Assoc	\$2,500.00		CC	2016 Annual Accreditation Fee
P0107304	Office Depot	\$815.67		CC	Office Supplies
P0107305	Orange County Air Conditioning	\$3,244.60		AC	HVAC Repairs
P0107306	Joint Review Committee on Educ in Diagnostic Med Sonography	\$50.00		CC	Clinical Site Fee - Ultrasound
P0107307	City of Yorba Linda	\$1,083.23		FC	Security Fees
P0107308	GST	\$2,869.96		CC	Printers & Toners
P0107309	Sodexo Inc and Affiliates	\$557.11		FC	Catering for International Student Center
P0107310	Carolina Biological Supply Co	\$357.22		CC	Biology Lab Supplies
P0107311	Gilbert & Stearns Inc	\$2,694.00		FC	Building Electrical Repairs
P0107312	Foundation for California Community Colleges	\$31,008.43	Capital Outlay	AC	Institutional Membership
P0107313	Forestry Suppliers Inc	\$2,599.01		FC	Geology Lab Supplies
P0107314	American Thermoform Corp	\$1,584.75		CC	Braille Embosser
P0107315	Beach Paving Inc	\$17,100.00		CC	Concrete Work in Various Areas
P0107316	Office Depot	\$5,000.00		FC	Blanket Order for Office Supplies
P0107317	Stoneware Inc	\$496.80		FC	Software
P0107318	Community College League of California	\$45.73		AC	Intro to Fiscal Responsibilities Book
P0107319	Home Depot	\$5,000.00		FC	Blanket Order for Hardware Supplies
P0107320	Republic Master Chefs Textile Rental Services	\$1,050.00		CC	Blanket Order for Linen Rentals & Supplies
P0107321	Chefs Warehouse, West Coast, LLC	\$1,200.00		CC	Blanket Order for Culinary Supplies
P0107322	Stater Bros Markets - A CA Corp	\$150.00		SCE	Blanket Order for Supplies
P0107323	Stater Bros Markets - A CA Corp	\$300.00		SCE	Blanket Order for Supplies
P0107324	AAA Electric Motor Sales & Service Inc	\$1,000.00		CC	Blanket Order for HVAC Supplies
P0107325	Sherwin-Williams Co	\$500.00		CC	Blanket Order for Painting Supplies
P0107326	Demco Inc	\$19.82		SCE	Textbook
P0107328	Transportation Charter Services Inc	\$1,420.00		AC	Transportation to UCLA Conference Center
P0107329	Placentia Yorba Linda USD	\$1,669.00		SCE	Reimbursement for Custodial Services
P0107330	Office Depot	\$500.00		CC	Blanket Order for Office Supplies
P0107331	Aardvark Clay & Supplies Inc	\$500.00		SCE	Blanket Order for Clay Supplies
P0107332	Aardvark Clay & Supplies Inc	\$500.00		SCE	Blanket Order for Clay Supplies
P0107333	ACTT	\$1,620.47		FC	Software and Site License

BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107336	CDW Government Inc	\$765.37		FC	Office Supplies
P0107337	Spinitar Presentation Products Inc	\$596.97		FC	Network Supplies
P0107338	Citi Program	\$3,500.00		FC	Software Subscription
P0107339	Biopac Systems Inc	\$4,344.61	Capital Outlay	CC	Biology Advanced System Windows for Biology Lab
P0107341	Maxi Aids Inc	\$24.82		SCE	Instructional Supply
P0107342	WMFY We Mail For You	\$3,024.00		AC	Mailing Services
P0107344	Division of the State Architect	\$500.00	Capital Outlay	AC	DSA Fees for FC Batting Cages
P0107345	CBM Systems Inc.	\$1,500.00	Bond	AC	Structural Drawings
P0107346	American Reprographics Co LLC	\$61,617.71	Bond	AC	Document Information Management for AC
P0107347	A Alvarado Painting	\$4,500.00	Capital Outlay	AC	Repairs and Painting to Building Walls
P0107348	A Alvarado Painting	\$1,100.00	Capital Outlay	AC	Stair Repairs
P0107349	Hilton Hotel	\$739.00		AC	Hotel Rooms Rental for Job Fair
P0107350	A Alvarado Painting	\$3,250.00	Capital Outlay	AC	Wall Repairs and Painting to Various Areas
P0107351	WestEd	\$72,364.00		SCE	Develop a Regional Evaluation Design Plan
P0107352	Environmental Management Technologies	\$168.00		AC	Disposal Services
P0107353	BullEx Digital Safety	\$17,144.63		CC	Fire Prevention Equipment
P0107354	Swisher	\$1,160.00		CC	Blanket Order for Culinary Cleaning Supplies
P0107355	Dobson, Blanca	\$34.11		FC	Reimbursement - DSPS Student Supplies
P0107356	Southland Medical	\$253.05		CC	Mortuary Science Lab Supplies
P0107357	Pocket Nurse Enterprises Inc	\$55.00		CC	Nursing Lab Supplies
P0107358	Ewing Irrigation Products Inc	\$500.00		FC	Blanket Order for Horticulture Supplies
P0107359	Bishop Co	\$2,730.14		FC	Horticulture Instructional Supplies
P0107360	University of California, Davis	\$545.43		FC	Field Trip Fee
P0107361	Hexagon Metrology Inc	\$377,965.44		FC	Machine Technology Equipment B/A: 1/26/16
P0107362	South Coast Air Quality Management District	\$1,709.16		AC	Annual Emissions Fees
P0107363	Airgas-West Inc	\$107.34		CC	Air Filter Supplies
P0107364	Orange County Air Conditioning	\$3,141.32		AC	HVAC Repairs
P0107365	Sirona Dental Inc	\$274.34		CC	Dental Clinic Lab Supplies
P0107366	The Dodge Company	\$478.18		CC	Mortuary Science Lab Supplies
P0107367	Dynatronics Corporation	\$3,855.70	Capital Outlay	CC	PE Training Room Cabinet Table
P0107368	Dynatronics Corporation	\$1,733.26	Capital Outlay	CC	Training Room Cabinet
P0107371	Wallace, Tracey	\$100.00		FC	Motivational Singer for College Prep
P0107372	Apple Computer Inc	\$2,551.94		CC	Computers

**BOARD RECAP
FOR THE PERIOD JANUARY 6, 2016 THROUGH JANUARY 31, 2016
BOARD MEETING 2/9/2016**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0107373	Sodexo Inc and Affiliates	\$850.90		FC	Catering for Office of Special Programs
P0107376	B & M Lawn & Garden Center	\$215.95		FC	Horticulture Lab Supplies
P0107393	VWR Funding Inc	\$218.81		FC	Geology Lab Supplies
P0107395	Office Depot	\$1,353.00		CC	Blanket Order for Office Supplies
P0107396	CDW Government Inc	\$5,739.11		FC	Printer
P0107397	Commission on Accreditation for Health Informatics and Info	\$2,500.00		CC	Annual Accreditation Fee
P0107399	Mobley, Tshaye-weta	\$100.00		FC	Motivational DJ - College Prep
P0107400	Cosby, Sidney	\$500.00		FC	Motivational DJ - College Prep
P0107401	Barragan, Rafael	\$500.00		FC	Motivational DJ - College Prep
P0107402	Clarke, Edward	\$100.00		FC	Motivational Singer - College Prep
P0107403	Sodexo Inc and Affiliates	\$574.53		FC	Refreshment for Staff Development
P0107404	Zadina, Janet	\$6,000.00		CC	Speaker for Professional Development Workshop

\$1,712,673.88

Approved by: _____
Brian Fahnestock, Interim Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 9, 2016	Resolution	<u>X</u>
		Information	<u> </u>
SUBJECT:	2015-2016 Budget Transfers: General Fund, Bond Building Fund, and Capital Outlay Fund	Enclosure(s)	<u>X</u>

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

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

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

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

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

RECOMMENDATION: Authorization is requested for the 2015-2016 General Fund, Bond Building Fund, and Capital Outlay Fund transfers netting to the amount of \$1,922,784 and adoption of the resolutions showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Brian Fahnestock

Recommended by

Approved for Submittal

4.b.1

Item No.

Budget Transfers
02-09-2016

1. 11200: Current Year Funds - CC

Transfer to cover the cost of vinyl composition tile flooring and office furniture for the Admissions and Records Department at Cypress College.

From:	4000 Supplies & Materials	(20,000)
	5000 Other Operating Expenses	(5,000)
To:	6000 Capital Outlay	25,000

2. 11200: Current Year Funds - FC

Transfer to cover non-instructional supplies expenses.

From:	6000 Capital Outlay	(10,000)
To:	4000 Supplies & Materials	10,000

3. 11100: Prior Year Funds - CC

Transfer to provide one-time funding for special projects for the current fiscal year.

From:	6000 Capital Outlay	(297,527)
To:	1400 Noninstructional Salaries - Other	1,737
	2400 Instructional Aides - Other	223,680
	3900 Benefits	196
	4000 Supplies & Materials	3,673
	5000 Other Operating Expenses	68,241

4. 11100: Prior Year Funds - AC

Transfer to cover the cost of District-wide Sustainability Study.

From:	7900 Reserve for Contingencies	(56,205)
To:	5000 Other Operating Expenses	56,205

5. 11100: Prior Year Funds - AC

Transfer to cover a portion of the cost of Ellucian Banner Data Defense Software Project.

From:	7900 Reserve for Contingencies	(129,360)
To:	6000 Capital Outlay	129,360

6. 11100: Prior Year Funds - AC

Transfer to cover the cost of consulting services regarding the Educational Master Plan Mid-Term report.

From:	7900 Reserve for Contingencies	(140,400)
To:	5000 Other Operating Expenses	140,400

Budget Transfers
02-09-2016

7. 16405: Workability III Grant - SCE

Transfer to cover travel, training, and hourly staff benefit expenses for the Disabled Student Services Department.

From:	4000 Supplies & Materials	(12,000)
To:	3900 Benefits	10,000
	5000 Other Operating Expenses	2,000

8. 15416: Vocational and Technical Education Act - FC

Transfer to re-allocate budgets to the appropriate accounts.

From:	4000 Supplies & Materials	(21,734)
	5000 Other Operating Expenses	(4,449)
To:	6000 Capital Outlay	26,183

9. 17050: Lottery - Restricted - FC

Transfer to cover the cost of Community College League of California Database expenses at Fullerton College Library.

From:	4000 Supplies & Materials	(44,187)
To:	5000 Other Operating Expenses	44,187

10. 16050: Hispanic-Serving Institutions Cooperative Arrangement Grant - FC

Transfer to re-allocate budgets to the appropriate accounts.

From:	1300 Instructional Salaries - Other	(14,800)
To:	1200 Noninstructional Salaries - Cont/Regular Status	2,000
	5000 Other Operating Expenses	12,800

11. 18155: Basic Skills - FC

Transfer to cover the cost of wages for counselors and professional experts for the Incite Program at Fullerton College.

From:	2300 Noninstructional Salaries - Other	(13,000)
To:	1400 Noninstructional Salaries - Other	13,000

12. 19380: Work Independence Self-Advocay Education - SCE

Transfer to cover salaries of adjunct faculty that serve the Work Independence Self-Advocay Education program.

From:	2300 Noninstructional Salaries - Other	(15,000)
	2400 Instructional Aides - Other	(16,000)
To:	1300 Instructional Salaries - Other	31,000

Budget Transfers
02-09-2016

13. 49xxx: Bond Building Fund - AC

Transfer to cover expenses related to Anaheim Campus Build-out.

From:	6000 Capital Outlay	(34,780)
To:	5000 Other Operating Expenses	34,780

14. 49xxx: Bond Building Fund - AC

Transfer to provide funds for the normal operational needs of the Anaheim Campus and Fullerton and Cypress colleges.

From:	6000 Capital Outlay	(24,358)
To:	5000 Other Operating Expenses	24,358

15. 41xxx: Capital Outlay Fund - AC

Transfer to provide funds for the normal operational needs of the Anaheim Campus and Fullerton and Cypress colleges.

From:	4000 Supplies & Materials	(641)
	7900 Reserve for Contingencies	(1,296,736)
To:	5000 Other Operating Expenses	82,604
	6000 Capital Outlay	1,214,773

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 09, 2016

SUBJECT: Quarterly Financial Status Report Ended
December 31, 2015

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

BACKGROUND: Pursuant to §58310 of Title 5 of the California Code of Regulations, the Chief Executive Officer of each community college district shall submit a report showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board on a quarterly basis.

The Chief Executive Officer of each community college district shall also prepare a quarterly report based on measurements and standards as established by the Board of Governors of the California Community Colleges and certified on forms provided by the State Chancellor. It is further required that this report be reviewed by the district governing board and entered into the minutes of a regularly scheduled meeting.

Accordingly, attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the quarter ended December 31, 2015. This agenda item was submitted by Rodrigo Garcia, District Director, Fiscal Affairs.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6300, Fiscal Management.

FUNDING SOURCE AND FINANCIAL IMPACT: The State Chancellor's Office requires that the District file a quarterly financial status report known as the CCFS-311Q. This agenda item does not result in any financial impact to the District.

RECOMMENDATION: It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended December 31, 2015, as required by §58310 of Title 5.

Brian Fahnestock
Recommended by

Approved for Submittal

4.c
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 09, 2016

SUBJECT: Quarterly Investment Report as of
December 31, 2015

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

BACKGROUND: The Quarterly Investment Report for the quarter ended December 31, 2015, is submitted in accordance with Section 53646 (b) of the Government Code. During the quarter, there has been no change to Board Policy 6320, Investments.

1. **The Orange County Treasurer's Money Market Educational Investment Pool.** As of December 31, 2015, the District had **\$231,034,000.18** on deposit. The total of the Orange County Treasurer's Combined Educational Investment Pool, at net book value, was **\$4,454,040,991** and the market value was **\$4,448,829,056**. This represents an unrealized loss for accounting purposes of approximately 0.12%, which equates to **\$270,346** for the District. This paper loss is the result of an increase in interest rates, which caused the values to decrease. The average net interest rate for the quarter ended December 31, 2015, was **0.56%**. Net interest earned for the quarter totaled **\$283,494.02**.
2. **Cypress College and Fullerton College Investments.** As of December 31, 2015, the colleges' investments total **\$2,068,934.03**. Of this amount, **\$1,964,344.91** was invested in certificates of deposit and **\$104,589.12** was invested in savings or money market accounts. The interest rates vary from **0.30%** to **1.98%**.

Investments in the Orange County Treasurer's Money Market Educational Investment Pool and the Cypress and Fullerton colleges' investments meet Board Policy 6320, Investments, adopted by the Board of Trustees on February 12, 2002, and revised on June 14, 2005. This agenda item was submitted by Rodrigo Garcia, District Director, Fiscal Affairs.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6320, Investments.

FUNDING SOURCE AND FINANCIAL IMPACT: Interest earnings can be used for purposes specified within the funds where they are earned.

RECOMMENDATION: It is recommended that the Board receive the Quarterly Investment Report for the quarter ended December 31, 2015.

Brian Fahnestock

Recommended by

Approved for Submittal

4.d

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	February 9, 2015	Resolution	_____
SUBJECT:	Surplus and Obsolete Supplies and Equipment	Information	_____
		Enclosure(s)	<u> X </u>

BACKGROUND: Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement. The attached list of surplus items has exceeded their useful life and is no longer suitable for the District and may be disposed through public auction sales or private sales. The surplus computers are no longer functional or usable as the Information Technology departments have taken various components from those systems to keep other systems functioning and available for students and staff. The departments on each campus had been made aware of the surplus items and have had an opportunity to view and request various surplus equipment prior to Board approval.

The Liquidation Company will conduct an auction for the sale of the attached list of surplus items. Proceeds collected by the auction company will be split between the District (65%) and the auction company (35%). This agenda item was submitted by Jenney Ho, District Director, Purchasing.

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

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6550, Disposal of District Personal Property.

FUNDING SOURCE AND FINANCIAL IMPACT: Proceed from the sale of surplus items will be deposited in Unrestricted General Fund.

RECOMMENDATION: Authorization is requested to declare the attached list of items 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 (65%) and the auction company (35%).

Brian Fahnestock
Recommended by

Approved for Submittal

4.e.1
Item No.

SURPLUS ITEMS

Qty.	Description	Location
89	Computers	FC
1	Computer Monitor	FC
1	Network Switch Board	FC
2	Computer Monitors	SCE
2	Smartboards	SCE
1	Embosser	SCE
140	Computers	SCE
9	Printers	SCE
15	Projectors	SCE

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 9, 2016

SUBJECT: Network Refresh Project

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

BACKGROUND: In 1998 the District embarked on the journey to develop an implementation plan for a completely redesigned district-wide network. The primary objective of this network was to provide access for students, faculty, and staff to timely and accurate information using state-of-the-art information systems. It was the objective of the project to create three separate campus networks—one for Cypress College, one for Fullerton College, and one for the District offices—that would perform as one network when needed. Since that time, the network has become a necessary utility to provide services for instruction, learning, and the business functions of the district. When the network stops working, so does the mission critical work of our institutions. Although the network has performed well and met the original objectives, it is time to reassess its functionality for the future. Since the network was put in place many new technologies to improve network performance and reliability have been developed. There are three primary motivators for reassessing and redesigning our current network:

1. Replacing core switches. The network core switches at each of the campuses will reach end-of-support in December 2017.
2. Providing a more responsive support structure. Currently each campus network is managed separately and when multi-campus network issues have occurred, there is often two different approaches and no central coordination to resolving the issue which have resulted in delays to finding a solution.
3. Preparing for cloud computing. Over the past few years, there has been an increasing prevalence of cloud computing solutions. A network redesign can take advantage of cloud technologies that we have already implemented and apply them to a district-wide private-cloud design. Additionally, public-cloud computing offers many options for us and the network redesign will optimize the network to take advantage of these offerings.

As the original design was developed in 1998, there were six goals set for the new network: Reliability, Supportability, Open Architecture, Upgradeability, Security, and Configuration Management. Those goals remain relevant today in the design of a new single network across the District with some specific refinements that need to be incorporated. They are:

- Reliability now requires Redundancy
- Supportability now requires Responsive Support
- Open Architecture now requires embracing Mobile Computing
- Upgradeability now requires Increased Bandwidth
- Security must now address Cloud Computing
- Configuration Management now requires Cooperative Support

These goals will provide the framework for the design and development of the network refresh.

The District's large-scale internet service provider, CENIC (Corporation for Education Network Initiative in California) provides a centrally coordinated state-wide network that serves the needs of diverse institutions across the state including K-12, UC, CSU, Public Libraries, USC, Caltech and Stanford. A similar cooperative concept would be used within our District to form a Steering Team for addressing the network needs of each of our campuses and the District.

Below are estimated costs for the four phases of the project:

Phase	Estimated Costs
Network Assessment – assess current network & identify options	\$100,000
Network Design – evaluate future needs and specifications	\$200,000 -\$300,000
Procurement – competitive bid process to secure equipment, training	\$100,000
Implementation – plan & execute the acquisition of hardware and software; train staff	\$23,300,000-\$24,500,000

The Implementation costs will be further refined after the Network Design phase is completed. A Request for Proposal process will be used for each phase of the project and therefore the Board will be consulted and provide approval throughout the project.

This proposal was first developed by Information Services staff under the direction of Tom Wallace. The proposal received unanimous support from the Technology Coordinating Council and the District Planning Council. Chancellor's Staff and the District Technology Roundtable were presented the proposal and asked for input. The proposal has been presented as information to the Council on Budget and Facilities.

In order to provide line-item budgets, it is necessary to transfer funds from District Unrestricted General Fund to the Capital Outlay Fund. This agenda item was prepared and submitted by Rodrigo Garcia, District Director, Fiscal Affairs and Deborah Ludford, District Director, Information Services.

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

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

FUNDING SOURCE AND FINANCIAL IMPACT: Funding source is from Unrestricted General Funds, specifically unallocated one-time mandated cost reimbursement funds.

RECOMMENDATION: Authorization is requested to recognize a transfer to the Capital Outlay Fund in the amount of \$12,000,000 for Network Refresh Project. It is further requested that a resolution be adopted to adjust budgets and authorize expenditures within the Capital Outlay Fund, pursuant to the California Code of Regulations Title 5, §58308. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents on behalf of the District.

Brian Fahnestock

Recommended by

Approved for Submittal

4.f.3

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 9, 2016 Resolution _____
Information _____
SUBJECT: Academic Personnel Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

CHANGE IN SALARY CLASSIFICATION

Delshad, Archie	FC	Political Science Instructor (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 02/01/2016
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LEAVES OF ABSENCE

Bianchino, Annie	FC	Chemistry Instructor Load Banking Leave With Pay (6.67%) Eff. 2016 Spring Semester
Chan, Theodore	FC	Chemistry Instructor Load Banking Leave With Pay (3.33%) Eff. 2016 Spring Semester
Gotoh, Akiko	CC	Chemistry Instructor Load Banking Leave With Pay (11.67%) Eff. 2016 Spring Semester

RETURN FROM ADMINISTRATIVE LEAVE WITH PAY

@00005384	FC	Eff. 02/01/2016
@00002419	FC	Eff. 02/01/2016

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2016 SPRING SEMESTER,
TRIMESTER

Aispuro, Enrique	CC	Column 1, Step 1
Atallah, Joseph	FC	Column 1, Step 1
Ambacher, Jason E.	FC	Column 1, Step 1
Bischoff, Brice E.	FC	Column 1, Step 1
Casteel, Sheila R.	FC	Column 1, Step 1
Castellanos, Ralph	FC	Column 1, Step 1
Chang, YouJung	FC	Column 1, Step 1
Do, Tu	FC	Column 1, Step 1
Filip, Dragana M.	CC	Column 1, Step 1
Folsom, Cari	CC	Column 1, Step 1
Greuel, Jaime	FC	Column 1, Step 1
Hill, Eric	FC	Column 2, Step 1
Homma, Mary	FC	Column 1, Step 1
Huss, Bradley	CC	Column 2, Step 1
Infante, Jonathan	FC	Column 1, Step 1
Johnson, Denise	FC	Column 1, Step 1

Academic Personnel
February 9, 2016

Kimura, Judith	CC	Column 1, Step 1
Mann, Kyle	FC	Column 1, Step 1
Minor, Nia Amina M.	CC	Column 1, Step 1
Molotilova, Olga	FC	Column 1, Step 1
Parseghian, Levon	CC	Column 1, Step 1
Peluso, Stephen	FC	Column 1, Step 1
Phan, Huyvu	CC	Column 1, Step 1
Rademaker, Paul W.	CC	Column 1, Step 1
Rehm, David	FC	Column 1, Step 1
Robinson, Karen	FC	Column 1, Step 1
Rojas, Blanca J.	FC	Column 1, Step 1
Salcedo, Joel	FC	Column 1, Step 1
Shiba, Lisa	FC	Column 1, Step 1
Stanphill, Cindy D.	CC	Column 2, Step 1
Talbot, Lisa C.	FC	Column 1, Step 1
Thomas, Antonio E.	FC	Column 1, Step 1
Ubierna, Ana	CC	Column 1, Step 1
Vincent, Leonard	FC	Column 3, Step 1
Ward, Michael	CC	Column 1, Step 2
Wilson, Ronald Jr.	CC	Column 1, Step 1
Zabayle, Zachary	SCE	Column 2, Step 1
Zargari, Nima	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Yates, Lisa	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Molotilova, Olga	FC	Column 1, Step 1
Vega, Angelica A.	SCE	Column 2, Step 1

TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Ashenmiller, Joshua	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class F Not to exceed 3 hours Eff. 01/27/2016
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Craig, Dale	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 25 hours
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Academic Personnel
February 9, 2016

Diaz, Robert	FC	Eff. 12/18/2015-01/26/2016 Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class B Not to exceed 25 hours Eff. 12/18/2015-01/26/2016
Foster, Samuel	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class F Not to exceed 16 hours Eff. 01/21/2016-01/22/2016
Johannsen, Christina	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 16 hours Eff. 01/21/2016-01/22/2016
Perez, Xavier	FC	Hiring Committee Service Lab Rate, Adjunct Faculty Salary Schedule Column 1, Step 1 Not to exceed 16 hours Eff. 01/21/2016-01/22/2016
Seiling, Bryan	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class C Not to exceed 16 hours Eff. 01/21/2016-01/22/2016

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 9, 2016 Resolution _____
SUBJECT: Classified Personnel Information _____
Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.b.1

Item No.

Classified Personnel
February 9, 2016

RESIGNATIONS

Morse, Ethan	FC	Laboratory Clerk 11-month position (60%) Eff. 01/31/2016 PN FCC659
Wheeler, Jennifer	CC	Instructional Aide/ Health Science 11-month position (100%) Eff. 01/29/2016 PN CCC804

NEW PERSONNEL

Alfajora, Jonette	AC	Risk Management Technician 12-month position (75%) Range 36, Step A Classified Salary Schedule Eff. 02/16/2016 PN DEC930
Hesson, Melissa	AC	Administrative Assistant I 12-month position (100%) Range 33, Step B Classified Salary Schedule Eff. 02/18/2016 PN DEC985
Stanojkovic, Ivan	SCE	Special Project Manager, ESL/AEBG Temporary Management Position (100%) Range 2, Special Project Administrator Daily Rate Schedule Eff. 02/09/2016 – 06/30/2016 PN SCT999
Thomason, Michelle	FC	Administrative Assistant I 10-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 02/16/2016 PN FCC934

PROMOTIONS

Abesamis, Naomi	FC	Student Services Specialist 12-month position PN FCC670 To: FC Director, Student Activities 12-month position Range 11, Column A Management Salary Schedule Eff. 02/10/2016 PN FCM986
Hamblet, Nitzya	FC	Administrative Assistant I 12-month position PN FCC716 To: FC Administrative Assistant II 12-month position Range 36, Step E Classified Salary Schedule Eff. 02/10/2016 PN FCC834
Pham, Thomas	AC	Purchasing Assistant 12-month position (100%) PN DEC986 To: AC Buyer 12-month position (100%) Range 39, Step A Classified Salary Schedule Eff. 02/10/2016 PN DEC966
Quach, Tony	FC	Student Services Specialist 12-month position (100%) PN FCC637 To: FC Student Services MIS Analyst 12-month position (100%) Range 52, Step A Classified Salary Schedule Eff. 02/10/2016 PN FCC617

Classified Personnel
February 9, 2016

Dang, Vinh	AC	Graphic Designer (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/01/2015 – 02/09/2016 (Consecutive Leave)
Ho, Co-Nghiep	FC	Manager, Systems Technology Services (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 02/22/2016 – 03/11/2016 (Consecutive Leave)
Lippolt-Rios, Angela	CC	Landscape Coordinator (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/04/2016 – 01/16/2016 (Consecutive Leave)
Perez, Olivia	FC	Administrative Assistant II (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 01/29/2016 – 02/07/2016 (Consecutive Leave)
Thackrah, Tracy	FC	Radio Broadcast Technician (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Sick Leave and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/27/2016 – 02/02/2016 (Consecutive Leave)
Whelchel, Carolyn	FC	Administrative Assistant II (100%) Family Medical Leave Act (FMLA/CFRA) Paid Leave Using Family Illness Leave and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 01/31/2016 – 04/31/2016 (Intermittent Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 9, 2016 Resolution _____
SUBJECT: Professional Experts Information _____
Enclosure(s) X

BACKGROUND: Professional Experts within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts
February 9, 2016

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Baca, Asher	SCE	Project Expert	Mobility Trainer/Vocational Specialist	26	02/08/2016	06/30/2016
Bacean, Dorel	SCE	Technical Expert II	Disneyland Resort Customized PLC Training	4	02/01/2016	05/28/2016
Bower, Glenn	CC	Technical Expert II	SSSP Funding: Mortuary Science Student Success	18.5	01/25/2016	01/28/2016
Bui, Tuan	FC	Project Expert	SSSP Related Data and Research Project	26	03/27/2016	06/30/2016
Burnham, Stephanie	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Calabrese, Jacqueline	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Cao, Khanh	SCE	Project Expert	Technical Support	26	02/08/2016	06/17/2016
Cobb, Tonya	AC	Technical Expert I	Adjunct Faculty Professional Development Advisory Committee	4	10/18/2015	11/21/2015
Cobb, Tonya	AC	Technical Expert I	Adjunct Faculty Professional Development Advisory Committee	4	01/13/2016	06/30/2016
Deutsch, Nancy	CC	Technical Expert II	Coordination of Perkins Grant Projects	30	01/19/2016	05/31/2016
Donigan, Lindsay	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Flores, Jose	FC	Project Expert	High School Outreach	26	01/27/2016	06/30/2016
Ghidella, Richard	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Gonzalez, Amber	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Gutierrez, Claudia	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Jew, Kathryn	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Johnstone, Deborah	SCE	Project Coordinator	SoCal Sheet Metal JATC	26	02/17/2016	03/02/2016
Lemus, Irvin	CC	Project Coordinator	Project Coordinator – CTE Career Pathways	20	01/04/2016	06/10/2016
Mande, Anupama	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
McCloskey, Daphne	FC	Project Expert	Web Design	7	01/19/2016	06/14/2016
McPherson, Debra	CC	Technical Expert I	Student Success Orientation for ESL students	12	01/27/2016	02/14/2016

Professional Experts
February 9, 2016

Montero, Vanessa	FC	Project Expert	High School Outreach	26	01/27/2016	06/30/2016
Neel, Ginger	CC	Technical Expert II	OCCPP Grant Project Director	26	01/11/2016	06/25/2016
Ngo, Eric	FC	Project Expert	SSSP Related data and Research Project	26	02/01/2016	03/19/2016
Ngo, Eric	FC	Project Expert	SSSP Related data and Research Project	26	05/16/2016	06/30/2016
Nguyen, Jeannie	FC	Project Expert	High School Outreach	26	01/27/2016	06/30/2016
O'Rourke, Margaret	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Padilla, Debra	SCE	Project Expert	DSN/CACT Advance Manufacturing Center	26	02/19/2016	06/17/2016
Page, Ana	FC	Project Expert	State Department of Education Contract Monitor	26	01/04/2016	01/29/2016
Page, Ana	FC	Project Expert	State Department of Education Contract Monitor	26	02/08/2016	02/26/2016
Page, Ana	FC	Project Expert	State Department of Education Contract Monitor	26	03/07/2016	03/25/2016
Page, Ana	FC	Project Expert	State Department of Education Contract Monitor	26	04/04/2016	04/29/2016
Page, Ana	FC	Project Expert	State Department of Education Contract Monitor	26	05/02/2016	05/27/2016
Page, Ana	FC	Project Expert	State Department of Education Contract Monitor	26	06/06/2016	06/30/2016
Paquette, Chris	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Powers, Miguel	CC	Technical Expert I	Adjunct Opening Day – Spring 2016	5	01/27/2016	01/27/2016
Ramirez, Joseph	FC	Project Coordinator	OIRP	26	02/01/2016	03/15/2016
Reeves, Megan	SCE	Project Coordinator	C2C Coordinator	26	02/22/2016	06/30/2016
Robertson, Alison	CC	Technical Expert I	Student Success Orientation for ESL students	12	02/08/2016	02/14/2016
Ryder, Kahlen	CC	Project Expert	Cypress college 50 th Anniversary – Alumni/Retirement Development	26	01/25/2016	05/01/2016
Sanchez-Tapia, Lenine	FC	Project Expert	SSSP Related data and Research Project	26	02/01/2016	03/19/2016
Sanchez-Tapia, Lenine	FC	Project Expert	SSSP Related data and Research Project	26	03/28/2016	05/18/2016
Shulstad, Cynthia	SCE	Technical Expert II	Disneyland Park and Resort Customized PLC Level II Training	4	02/01/2016	05/28/2016
Simmons, Samantha	CC	Technical Expert I	Student Success Orientation for ESL Students	12	01/27/2016	02/14/2016
Smolek, Valerie	AC	Technical Expert I	Adjunct Faculty Professional Development Advisory Committee	4	10/18/2015	11/21/2015
Smolek, Valerie	AC	Technical Expert I	Adjunct Faculty Professional Development Advisory Committee	4	01/13/2016	06/30/2016

Professional Experts
February 9, 2016

Surucu, Elise Marie	CC	Technical Expert II	SSSP Funding: Mortuary Science Student Success	18.5	01/25/2016	01/28/2016
Terrazas, Cassandra	FC	Project Expert	High School Outreach	26	01/27/2016	06/30/2016
Thach, Kyne	CC	Technical Expert I	SSSP Data Analyst	10	02/09/2016	05/31/2016
Trujillo, Tamara	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Wolfe, Jeana	FC	Project Coordinator	Supplemental Instruction Coordination Work Group	7	01/27/2016	01/27/2016
Zamorano, Karla	SCE	Project Expert	Technical Support	26	02/08/2016	06/17/2016

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: February 9, 2016
SUBJECT: Hourly Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

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

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

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.d.1

Item No.

Hourly Personnel
February 9, 2016

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Baxter, Jessica	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/10/16	06/30/16	TE I 1
Cardenas, Jullean	FC	Clerical/Secretarial - Health Care Advocate	02/10/16	03/18/16	TE B 4
Cardenas, Jullean	FC	Clerical/Secretarial - Health Care Advocate	03/28/16	05/27/16	TE B 4
Castro, Maria	SCE	Direct Instr Support - Assist in ESL Learning Center	02/08/16	05/08/16	TE A 4
Evans, Sabrina	FC	Clerical/Secretarial - Peer Health Educator; Health Care Advocate	02/10/16	06/30/16	TE A 1
Fierro, Breanna	FC	Clerical/Secretarial - Peer Health Educator; Health Care Advocate	02/10/16	06/30/16	TE A 1
Garcia, Cassandra	FC	Clerical/Secretarial - Clerical support for the Academic Support Center	02/24/16	05/25/16	TE A 3
Gerlach, Mikayla	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/10/16	06/30/16	TE I 1
Gonzalez, Raul	CC	Non-Direct Instr Support - Assist in Photography Lab	02/10/16	05/06/16	TE B 1
Hack, Lawrence	CC	Non-Direct Instr Support - Assist in Photography Lab	02/27/16	05/27/16	TE B 1
Jackson, Ebonnye	AC	Clerical/Secretarial - Assist in District Human Resources office	01/28/16	04/22/16	TE A 1
Kramer, Todd	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/10/16	06/30/16	TE I 1
Leos, Nigel	SCE	Clerical/Secretarial - Assist with registration and orientation	02/16/16	05/13/16	TE A 4
Lilly-Clark, Sarah	CC	Clerical/Secretarial - Assist in CalWORKs office	02/01/16	04/29/16	TE A 3
Nava, Crystal	SCE	Clerical/Secretarial - Assist in SCE Counseling office	03/21/16	06/17/16	TE B 2
Ramirez, Erica	FC	Service/Maint - Assist Campus Safety Dept with various duties	02/29/16	05/28/16	TE B 4
Samaniego, Melissa	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/10/16	06/30/16	TE I 1
Santana, Joseph	FC	Clerical/Secretarial - Assist in the Art Department	02/24/16	05/25/16	TE A 2
Sendejas, Desiree	FC	Service/Maint - Assist Campus Safety Dept with various duties	02/10/16	05/11/16	TE B 4
Swift, Bonita	CC	Non-Direct Instr Support - Model for Life Drawing art classes	02/24/16	05/27/16	TE F 4
Tice-LeCou, Kaitlyn	CC	Clerical/Secretarial - Student Coordinator for Culinary Arts	02/01/16	05/27/16	TE A 2
Tong, Crystal	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/10/16	06/30/16	TE B 4
Torres-Figueroa, Jorge	CC	Direct Instr Support - Assist in adaptive PE class	02/01/16	06/30/16	TE A 4
Voss, William	FC	Instr Research Assistant - Assist Horticulture Dept with plant nursery	02/16/16	05/13/16	TE A 2
Washburn, Matthew	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/10/16	06/30/16	TE I 1

Hourly Personnel
February 9, 2016

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Asare, Phyllis	SCE	Direct Instr Support - Tutor students with disabilities	02/10/16	06/30/16	TE A 2
Caparas, Christin	FC	Direct Instr Support - Basic Skills tutor in the Veterans Resource Center	02/10/16	05/27/16	TE B 3
Carey, Susan	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/03/16	06/30/16	TE E 4
Miller, Pamela	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/03/16	06/30/16	TE E 4
Morillo, Karina	SCE	Direct Instr Support - Tutor students in ESL and citizenship preparation	02/08/16	06/30/16	TE A 4
Nelson, Megan	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/03/16	06/30/16	TE E 2
Roberts, Marianne	SCE	Direct Instr Support - Tutor students in ESL and citizenship preparation	03/28/16	06/30/16	TE A 4
Rojas, Crystal	FC	Direct Instr Support - Interpreter for hearing-impaired students	02/03/16	06/30/16	TE E 2
Vega, Katherine	FC	Direct Instr Support - Basic Skills tutor in the Veterans Resource Center	02/10/16	06/30/16	TE B 3

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Cruz Villegas, V.	FC	Service/Maint - Substitute for vacant Facilities Custodian I PN FCC625	01/27/16	04/27/16	TE B 2
Fishman, Matthew	CC	Clerical/Secretarial - Substitute for vacant Instructional Aide PN CCC802	02/08/16	04/27/16	TE A 4
St Romain, Rhonda	FC	Clerical/Secretarial - Substitute for Classified employee on leave	02/01/16	02/08/16	TE B 4
Steedman, Denise	FC	Clerical/Secretarial - Substitute for Classified employee on leave	02/01/16	02/08/16	TE B 4

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Aneke, Alvin	FC	Full-time Student - Clerical assistance in Student Activities Office	02/01/16	06/30/16	TE A 1
Aversa, Joseph	CC	Full-time Student - Assist in Financial Aid office	02/01/16	06/30/16	TE A 1
Barbosa, Anastacia	FC	Full-time Student - Clerical assistance for Library	02/01/16	06/30/16	TE A 1
Kim, Yebin	FC	Full-time Student - Assist in ACT computer lab	02/01/16	06/30/16	TE A 1
Le, Thy Doan Mai	CC	Full-time Student - Assist in the International Student Center	01/21/16	06/30/16	TE A 1

Hourly Personnel
February 9, 2016

Liao, Liang Yin	FC	Full-time Student - Tutor for campus Math Lab	02/01/16	06/30/16	TE A 2
Noriega, Justin	CC	Full-time Student - Assist in District Payroll Office	02/01/16	06/30/16	TE A 4
Nunez, Alysha	CC	Work Study Student - Assist in Media Arts Design Lab	02/01/16	06/30/16	TE A 1
Rodriguez, Angel	SCE	Full-time Student - Assist in Counseling office	02/08/16	06/30/16	TE A 1
Sanchez, Elizabeth	CC	Full-time Student - Assist in Bursar Fee Station	01/25/16	06/30/16	TE A 1
Sinoy, Roxanne	CC	Work Study Student - Assist in the PE/Baseball department	02/08/16	06/30/16	TE A 1
Topacio, Samantha	FC	Full-time Student - Clerical assistance for Library	02/01/16	06/30/16	TE A 1
Vargas, Briana	CC	Work Study Student - Assist in the Social Sciences office	02/02/16	06/30/16	TE A 1
Wang, Joshua	FC	Full-time Student - Tutor for Supplemental Instruction Program	01/27/16	06/30/16	TE B 1
Zheng, Wenjie	FC	Full-time Student - Tutor for Supplemental Instruction Program	01/27/16	06/30/16	TE B 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 9, 2016

SUBJECT: Volunteers

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

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

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

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

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

Irma Ramos

Recommended by

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
February 9, 2016

VOLUNTEER PERSONNEL WITHOUT PAY

Name	Site	Program	Begin	End
Alvarado, Alejandra	FC	Internship - Counseling Department	01/04/2016	05/27/2016
Arriaga, Nayeli	FC	Internship - Counseling Department	01/28/2016	05/28/2016
Ayala, Alejandra	FC	Internship - Counseling Department	01/28/2016	05/28/2016
Bejarano, Danielle	FC	Internship - Counseling Department	02/01/2016	06/30/2016
Do, Chi	SCE	Internship - ESL Program	02/13/2016	03/31/2016
Esquivel, Jeanette	FC	Internship - Counseling Department	01/28/2016	05/28/2016
Figueroa, Adrian	SCE	DSS - Personal Care Attendant	01/25/2016	06/24/2016
Flores, Carolina	FC	Internship - Counseling Department	01/28/2016	05/28/2016
Gordon, Robert	FC	Technology & Engineering Department	01/29/2016	06/30/2016
Hagen, Christopher	FC	Technology & Engineering Department	01/29/2016	06/30/2016
Haikal, Helal	SCE	Internship - ESL Program	02/03/2016	03/31/2016
Hoy, Kelly	FC	Internship - Counseling Department	01/28/2016	05/28/2016
Lien, John	FC	Internship - EOPS/CARE, CalWORKS	02/01/2016	05/27/2016
Lopez, Mayra	FC	Internship - EOPS Office	01/27/2016	05/27/2016
Monroy, Yamileth	FC	Internship - Counseling Department	01/28/2016	05/28/2016
Montenegro, Ysabel	SCE	DSS - Personal Care Attendant	01/12/2016	06/30/2016
Moreno, Alice	SCE	Disability Support Services	01/13/2016	06/24/2016
Salazarm Valerie	FC	Internship - Counseling Department	02/10/2016	05/28/2016
Willis, Melanie	SCE	DSS - Personal Care Attendant	01/20/2016	06/30/2016