



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

MEETING: Regular Meeting in February 2018

DATE: Tuesday, February 27, 2018, at 5:30 p.m.

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

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

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

AGENDA:

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

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

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

- f. **Reports:**
 - Chancellor**
 - * **Honor Retirees**
 - College Presidents/Provost**
- g. **Comments:**
 - Resource Table Personnel**
 - Members of the Board of Trustees**

- h. **Approval of Minutes of the Regular Meeting of February 13, 2018.**
- i. **CLOSED SESSION: Per the following sections of the Government Code:**

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

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

Per Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATOR:

**Property: E. Chapman Avenue Lot, Fullerton, CA
(APN 033-211-04)**

**Negotiating Party: Fred Williams, Vice Chancellor, Finance & Facilities
Under Negotiation: Terms and Conditions of Sale**

3. FINANCE & FACILITIES

- [a] It is recommended that the Board adopt a resolution to accept new revenue and authorize expenditures within the General Fund at Orange County Department of Education. **(The Resolution is available for review in the District's Business Office.)**
- [b] It is recommended that the Board adopt Resolution No. 17/18-11 to approve the purchase of a custom-built vehicle from FlyMotionUS. **(The Resolution is available for review in the District's Business Office.)**

4. INSTRUCTIONAL RESOURCES

- [a] Authorization is requested to accept new funding of \$56,472 for Cypress College and \$68,885 for Fullerton College to provide services and support associated with the Veteran Resource Center in the 2017-18 fiscal year.
- [b] Authorization is requested to accept new funding of \$232,573 to provide direct emergency aid to AB540 students in the 2017-18 fiscal year.

5. HUMAN RESOURCES

- [a] Request approval of the following items concerning academic personnel:
 - Extension of Temporary Management Contracts
 - Change in Salary Classification
 - Additional Duty Days @ Per Diem
 - Leaves of Absence
 - Temporary Academic Hourly
- [b] Request approval of the following items concerning classified personnel:

Resignation
Termination
New Personnel
Rehire
Voluntary Changes in Assignment
Leaves of Absence
Administrative Leave of Absence With Pay

- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.
- f. Request approval to receive an initial proposal to the CSEA Chapter 167 Successor Agreement as proposed by CSEA Chapter 167 and to set a public hearing.
- g. Request approval to receive an initial proposal to the CSEA Chapter 167 Successor Agreement as proposed by the District and to set a public hearing.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: February 27, 2018

SUBJECT: Hunger Free Campus initiative Resolution

BACKGROUND: On January 23, 2018, the Board approved acceptance of \$77,084 in one time funding for the Hunger Free Campus initiative. A resolution is required by the Orange County Department of Education (OCDE) for recording the acceptance of these funds. Therefore, we are submitting a resolution to accept new revenue and authorize expenditures within the General Fund at OCDE, pursuant to California Code of Regulations Title 5, Section 58308. This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions, particularly those of the District's Strategic Directions that address student completion, student success and eliminating the achievement gap.

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

FUNDING SOURCE AND FINANCIAL IMPACT: N/A

RECOMMENDATION: It is recommended that the Board adopt a resolution to accept new revenue and authorize expenditures within the General Fund at Orange County Department of Education, pursuant to California Code of Regulations Title 5, Section 58308, for the Hunger Free Campus initiative.

Fred Williams

Recommended by

Approved for Submittal

3.a.1

Item No.

Cypress College, Fullerton College and North Orange Continuing Education

Hunger Free Campus Program

**Budget
January 2018 - January 2019**

| <u>OBJECT OF EXPENDITURE</u> | <u>BUDGET ACCOUNT NUMBER</u> | | | | <u>PROPOSED BUDGET</u> |
|--|------------------------------|------|-------|------|----------------------------|
| 40000 Supplies & Materials | 17762 | 6105 | 40000 | 6490 | \$ 30,828 |
| 50000 Other Operating Expenses & Services | 17761 | 3370 | 50000 | 6960 | \$ 25,113 |
| | 17762 | 6105 | 50000 | 6490 | \$ 5,000 |
| | 17763 | 9704 | 50000 | 6490 | \$ 11,143 |
| 60000 Capital Outlay | 17762 | 6105 | 60000 | 6490 | \$ 5,000 |
| | Total Expenses | | | | \$ 77,084 |
| 80000 Revenue | | | | | |
| Hunger Free Campus Program | 17761 | 3370 | 86283 | 6960 | \$ 25,113 |
| | 17762 | 6105 | 86283 | 6490 | \$ 40,828 |
| | 17763 | 9704 | 86283 | 6490 | \$ 11,143 |
| | Total Revenues | | | | \$ 77,084 |

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund, for fiscal year 2017-2018, pursuant to the California Code of Regulations Title 5, Section 58308;

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

| <u>INCOME ACCOUNT</u> | <u>INCOME SOURCE</u> | <u>AMOUNT</u> |
|-----------------------|---------------------------|------------------|
| 8629 | Huger Free Campus Program | \$ <u>77,084</u> |

| <u>EXPENDITURES ACCOUNT</u> | <u>DESCRIPTION</u> | |
|-----------------------------|--------------------------|------------------|
| 4000 | Supplies & Materials | \$ 30,828 |
| 5000 | Other Operating Expenses | \$ 41,256 |
| 6000 | Capital Outlay | \$ 5,000 |
| | TOTALS | \$ <u>77,084</u> |

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on February 27, 2018, and passed by a _____ vote of said Board.

Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

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

by _____, Deputy

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 27, 2018

SUBJECT: Resolution to Approve the Purchase of a Custom-Built Vehicle for Fullerton College Media Studies Department

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

BACKGROUND: As part of the Strong Workforce Initiative, Fullerton College is requesting approval to purchase a custom-built vehicle from FlyMotionUS. This custom built vehicle is a drone command vehicle, but it will provide many resources beyond just drones. The vehicle has the capability of allowing, tracking and monitoring multiple drone flights from the field and it allows for the ability to pilot several drones simultaneously. Footage, data and information captured by these drones will come back to the vehicle for use in various training assignments. This vehicle provides unique opportunities for students to gain hands-on learning in many areas that utilize drones. The vehicle will be purpose-built and customized with components that will be used to train students on a variety of new skills in the fields of journalism, photography, cinematography, welding, construction, administration of justice and architecture. In addition, the vehicle is being incorporated into the curriculum of new courses and programs. Some of the skills that students will learn include mapping, surveying and monitoring skills in the field of earth sciences, inspection and analysis in the fields of welding and construction, and photography and cinematography in the fields of journalism, photography and video production.

In order to research vendors, college faculty and staff surveyed industry professionals about potential equipment manufacturers, in addition to talking with various vendors. Through their research, college staff and faculty determined that FlyMotionUS's custom-built vehicle would be the sole option to best meet the needs and requirements of providing comprehensive, efficient instruction and training to students, as well as to meet the goals and objectives of many instructional courses. The cost of the vehicle is \$164,308 plus delivery, tax and any applicable fees.

California Public Contract Code Section 20111 requires school districts to advertise publicly for bids for the purchase of goods involving an expenditure that exceeds the current threshold for bidding, which is \$90,200 for the 2018 calendar year. However, Public Contract Code section 3400 permits public entities to make an exception to the public bidding requirements when the necessary products, hardware, equipment, materials, supplies are only available from one source. After researching the desired equipment, District Purchasing has determined that there is no practical value in advertising for and receiving competitive bids for the purchase of the custom-built vehicle because FlyMotionUS is the sole source for this custom-built vehicle.

Faculty members and the dean collaborated on this custom-built vehicle project. Faculty members have discussed and made plans to share the use of the vehicle across disciplines. The lead faculty member Jay Seidel has become Federal Aviation Drone

Certified. The vehicle and operations have also been discussed and approved at regional strong workforce meetings with other colleges including Cypress College. Cypress College faculty have provided their input and offered their expertise. The project was vetted through a process at Fullerton College, which included faculty, multiple deans, the Vice President of Instruction and the President. The project was ranked and the approved ranked list was presented to the district Strong Workforce Committee. The Vice Chancellor of Educational Services & Technology reviewed and invited discussion of all ranked projects at a district wide level. Faculty and managers from all three campuses serve on the district wide committee. Finally, the project proposal was discussed and approved at Chancellor's Staff meeting.

This agenda item is being submitted by Ken Starkman, Dean of Technology and Engineering, Jay Seidel, Media Studies Department Coordinator, Fullerton College, and 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 6330, Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: The cost of the vehicle will be charged to funding from Year 1 of the Strong Workforce Initiative.

RECOMMENDATION: It is recommended that the Board of Trustees adopt Resolution No. 17/18-11 to approve the Purchase of a custom-built vehicle from FlyMotionUS, in the amount of \$164,308 plus delivery and tax or any applicable fees for the Fullerton College Media Studies Department. Authorization is further requested for the District Director, Purchasing, to issue a purchase order on behalf of the District.

Fred Williams
Recommended by

Approved for Submittal

3.b.2
Item No.

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



**RESOLUTION NO. 17/18-11 TO APPROVE THE PURCHASE OF A CUSTOM-BUILT
VEHICLE FROM FLYMOTIONUS**

WHEREAS, the North Orange County Community College District (“District”) has determined it is necessary to purchase a new custom-built vehicle for instructional and training purposes for students and faculty and to meet the goals and objectives of the Fullerton College Media Studies Department and the Strong Workforce Initiative Funding;

WHEREAS, College staff and faculty have determined that the custom-built vehicle from FlyMotionUS best meets the needs and requirements to provide comprehensive and efficient instruction and training to students, and meets the goals and objectives of the Fullerton College Media Studies Department and the Strong Workforce Initiative Funding;

WHEREAS, pursuant to Public Contract Code section 3400(c)(3), the District’s Board of Trustees has determined that the custom-built vehicle is a necessary item and that it is manufactured and available from one source;

WHEREAS, the District’s Board has determined that it would work an incongruity and not produce any advantage to competitively bid the procurement/purchase of the custom-built vehicle since FlyMotionUS is the only manufacturer and provider of the custom-built vehicle; and

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

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

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

Section 2. The Board hereby finds and determines that the acquisition of the custom-built vehicle is required and necessary based on the factors set forth above and herein, and that it would work an incongruity and not produce any advantage to competitively bid the procurement/purchase of the custom-built vehicle since FlyMotionUS is the only vendor of the custom-built vehicle that best meets the needs and requirements of the District.

Section 3. The Board hereby approves the acquisition of the custom built vehicle as specified herein.

Section 4. The Board hereby delegates authority to the District Director, Purchasing, to execute and deliver any and all documents which he or she may

deem necessary or advisable in order to execute this transaction and otherwise carry out, give effect to and comply with the terms and intent of this Resolution.

Section 5. This Resolution shall be effective as of the date of its adoption.

APPROVED, PASSED AND ADOPTED by the Governing Board of the North Orange County Community College District this 27th day of February 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

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

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

I, Cheryl A. Marshall, Executive Secretary 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 27th day of February, 2018, 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 27th day of February, 2018.

Executive Secretary of the Board of Trustees
North Orange County Community College District

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

| | | | |
|-----------------|--|--------------|---|
| TO: | BOARD OF TRUSTEES | Action | X |
| | | Resolution | X |
| DATE: | February 27, 2018 | Information | |
| | | Enclosure(s) | X |
| SUBJECT: | 2017-2018 Veteran Resource Center Ongoing Funding | | |

BACKGROUND: The 2017-18 State Budget appropriated five million (\$5 million) dollars in ongoing funding to support the expansion of community college Veteran Resource Centers (VRCs) across the state. Twenty percent (20%) of the total appropriation was allocated as base funding to all colleges that submitted a certification form by the due date; both Cypress and Fullerton Colleges did that. The remaining eighty percent (80%) of the appropriation was allocated based on each college's prorated share of the total number of students certified for VA education benefits by all colleges requesting funding.

Annual allocations of funds under this program must be utilized toward meeting the VRC standards established by the Chancellor's Office, and provided on the certification form. Funds cannot be used to supplant existing funds currently used to provide veterans services at the college, including personnel and/or services supported by general funds, Student Equity funds, SSSP, or other sources. Colleges have until June 30, 2019, to completely expend their 2017-18 allocation.

Colleges electing to receive funds will be required to complete mid-year and year-end reports, which are currently being developed by the Chancellor's Office. Reporting templates and dates will be forthcoming.

For the 2017-18 fiscal year, Cypress College has been allocated \$56,472 for this program and Fullerton College has been allocated \$68,885.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions, particularly those of the District's Strategic Directions that address student completion, student success and eliminating the achievement gap.

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

FUNDING SOURCE AND FINANCIAL IMPACT: This new funding stream will be used by the two colleges to provide services and support associated with the Veteran Resource Centers.

RECOMMENDATION: RECOMMENDATION: Authorization is requested to accept new funding of \$56,472 for Cypress College and \$68,885 for Fullerton College to provide services and support associated with the Veteran Resource Center in the 2017-2018 fiscal year. It is further recommended that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Cypress College and Fullerton College

Veteran Resource Center

Budget February 01, 2018 - June 30, 2019

| <u>OBJECT OF EXPENDITURE</u> | <u>BUDGET ACCOUNT NUMBER</u> | | | | <u>PROPOSED BUDGET</u> |
|---|------------------------------|------|-------|------|----------------------------|
| 10000 Academic Salaries | 18011 | 3386 | 14200 | 6480 | \$ 6,711 |
| | 18021 | 6145 | 12300 | 6480 | \$ 31,300 |
| | 18021 | 6145 | 14200 | 6480 | \$ 31,300 |
| 20000 Classified & Other Non-Academic Salaries | 18011 | 3386 | 23000 | 6480 | \$ 12,480 |
| 30000 Employee Benefits | 18021 | 6145 | 30000 | 6480 | \$ 6,285 |
| 40000 Supplies & Material | 18011 | 3386 | 40000 | 6480 | \$ 22,081 |
| 50000 Other Operating Expenses | 18011 | 3386 | 50000 | 6480 | \$ 13,200 |
| 70000 Other Outgo | 18011 | 3386 | 76400 | 6480 | \$ 2,000 |
| | Total Expenses | | | | \$ 125,357 |
| 80000 Revenue | | | | | |
| Veteran Resource Center | 18011 | 3386 | 86282 | 6480 | \$ 56,472 |
| Veteran Resource Center | 18021 | 6145 | 86282 | 6480 | \$ 68,885 |
| | Total Revenues | | | | \$ 125,357 |

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

| | | | |
|-----------------|--|--------------|---|
| TO: | BOARD OF TRUSTEES | Action | X |
| | | Resolution | X |
| DATE: | February 27, 2018 | Information | |
| SUBJECT: | 2017-2018 One-Time Emergency Aid to Dreamer Students | Enclosure(s) | X |

BACKGROUND: The Budget Act of 2017 authorized 2017–18 fiscal year appropriations for the support of state government. Assembly Bill 134 (AB 134) has amended the Budget Act of 2017 by clarifying and adding items of appropriation. AB 134 provides \$7,000,000 in funding for distribution to California Community Colleges for providing emergency aid to students with an identified need, who are exempt from paying nonresident tuition under (Ed. Code § 68130.5). This includes AB 540 and AB 2000 eligible students. To receive this emergency student aid, students are required to complete the California Dream Act Application (CADAA) described in subdivision (b) of (Ed. Code § 69508.5). The CADAA is available year round for students eligible under (Ed. Code § 68130.5).

Colleges are to observe the following in awarding this funding:

- Colleges shall award direct aid to students as an emergency grant.
- There is no stated award minimum or maximum for direct aid to students, but funding is limited to the district allocated dollars and should best serve the eligible population of students in a local context.
- Statutory eligibility standards for direct aid to students include:
 - (Ed. Code § 68130.5) eligibility providing for exemption from the non-resident fee.
 - Eligibility to file, and the completion of the CADAA. This requirement may be fulfilled at any point prior to the distribution of emergency funding to the student.
 - Demonstrated financial need.
- The statute does not specify any additional eligibility requirement restrictions.
- When awarding direct aid to students, funding must be accounted for as resources in award packaging and payment.
- Un-awarded 2017-18 Dreamer Student funds may be maintained locally for disbursement in the following year under the same guideline requirements and eligibility qualifications.

The Chancellor’s Office has allocated these funds on a fair share basis to community college districts based on the number of AB 540 students as of the 2015-16 R1. In turn, multi-college districts such as NOCCCD have the responsibility of allocating funds to the colleges within their district. This allocation should utilize the statewide fair share formula using local data from the R-1 reported AB540 headcounts by college. NOCCCD reported 2,039 AB540 students for a total allocation of \$232,573.

The Financial Aid Offices at Cypress and Fullerton Colleges work closely with Student Equity (SE), Student Success and Support Program (SSSP), other student support staff, counselors, and campus advocacy groups to effectively identify and notify students regarding the availability of this funding, and how to access these resources.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions, particularly those of the District's Strategic Directions that address student completion, student success and eliminating the achievement gap.

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

FUNDING SOURCE AND FINANCIAL IMPACT: This new funding stream will be used by the two colleges to provide direct emergency aid to AB540 students.

RECOMMENDATION: RECOMMENDATION: Authorization is requested to accept new funding of \$232,573 to provide direct emergency aid to AB540 students in the 2017-2018 fiscal year. It is further recommended that a resolution be adopted to accept new revenue and authorize expenditures within the General Fund, pursuant to California Code of Regulations Title 5, Section 58308. Further authorization is requested for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the Financial Aid Fund, for fiscal year 2017-2018, pursuant to the California Code of Regulations Title 5, Section 58308;

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

| <u>INCOME ACCOUNT</u> | <u>INCOME SOURCE</u> | <u>AMOUNT</u> |
|-----------------------------|------------------------------|-------------------|
| 8629 | Emergency Grant for Dreamers | \$ <u>232,573</u> |
| | | |
| <u>EXPENDITURES ACCOUNT</u> | <u>DESCRIPTION</u> | |
| 7500 | Student Financial Aid | \$ 232,573 |
| TOTALS | | \$ <u>232,573</u> |

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA))
) SS
 COUNTY OF ORANGE)

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on February 27, 2018, and passed by a _____ vote of said Board.

 Vice Chancellor, Finance and Facilities

The above transfer approved on the _____ day of _____.

Al Mijares, Ph.D., County Superintendent of Schools
 by _____, Deputy

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 27, 2018 Resolution _____
SUBJECT: Academic Personnel Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

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

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

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

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

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

EXTENSION OF TEMPORARY MANAGEMENT CONTRACTS

| | | |
|-------------------|----|---|
| Gaetje, Lisa | CC | Interim Dean, Social Sciences Range 32, Column B (100%) Management Salary Schedule Eff. 07/01/2018-06/30/2019 |
| Gomez, Rebecca | CC | Interim Dean, Health Sciences Range 32, Column B (100%) Management Salary Schedule Eff. 07/01/2018-05/29/2019 |
| Reiland, Kathleen | CC | Interim Dean, Career Technical Education, Economic Development and Grants Range 32, Column B (100%) Eff. 07/01/2018-05/29/2019 |

CHANGE IN SALARY CLASSIFICATION

| | | |
|-------------|----|--|
| Smith, Fawn | CC | Health Information Technology (ADJ) From: Column 1, Step 1 To: Column 2, Step 1 Eff. 02/13/2018 |
|-------------|----|--|

ADDITIONAL DUTY DAYS @ PER DIEM

| | | | |
|--------------------|----|------------------------------------|---------|
| Bevec, Gina | FC | Head Coach, W Track & Field | 15 days |
| Byrnes, Tim | FC | Assistant Coach, M&W Track & Field | 11 days |
| Crooks, Brian | FC | Assistant Coach, Beach Volleyball | 8 days |
| Duron, Yolanda | FC | Head Coach, Women's Tennis | 13 days |
| Fuscardo, Nicholas | FC | Head Coach, Baseball | 15 days |
| Plum, Alix | FC | Director of Dance Productions | 4 days |
| Price, Rhett | FC | Assistant Coach, Men's Swim/Dive | 8 days |
| Rapp, Edward | FC | Head Coach, Men's Volleyball | 13 days |
| | | Head Coach, Beach Volleyball | 13 days |
| Rosa, Melanie | FC | Director of Dance Productions | 4 days |
| Sheil, Sean | FC | Head Coach, Men's Track & Field | 15 days |
| Snyder, Pete | FC | Assistant Coach, W Swim/Dive | 8 days |
| Webster, Perry | FC | Assistant Coach, Baseball | 11 days |

LEAVES OF ABSENCE

| | | |
|-----------------|----|---|
| Kong, Wei-Ping | FC | Foreign Language Instructor Family Medical Leave (FMLA/CFRA) (33.33%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/28/2018-05/24/2018 |
| Kvaska, Colleen | FC | Nutrition & Foods Instructor Load Banking Leave With Pay (8.33%) Eff. 2018 Spring Semester |
| Smead, Richard | FC | CIS Instructor Load Banking Leave With Pay From: 53.70% To: 45.83% Eff. 2018 Spring Semester |
| Veloz, Olivia | FC | Director, Academic Support Programs and Services Family Medical Leave (FMLA/CFRA) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/08/2018-02/28/2018 |

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

| | | |
|-----------------|----|------------------|
| Palmer, Caitlin | CC | Column 2, Step 1 |
|-----------------|----|------------------|

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 27, 2018 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 27, 2018

RESIGNATION

Simmons, Shaneika CC Library Assistant III
12-month position (100%)
Eff. 02/14/2018
PN CCC945

TERMINATION

@01022591 CC 12-month position (100%)
Eff. 02/28/2018
PN CCC756

NEW PERSONNEL

Keri, Stela AC Human Resources Specialist
12-month position (100%)
Range 24C, Step D
Confidential Salary Schedule
Eff. 03/01/2018
PN DEN993

Valle, Marcela NOCE Admissions and Records Specialist
12-month position (100%)
Range 36, Step C
Classified Salary Schedule
Eff. 03/05/2018
PN SCC876

REHIRE

Garcia, Yanet CC Special Project Director, STEM
Temporary Management Position (100%)
Range 3, Special Project Admin Daily Rate Schedule
Eff. 07/01/2018 – 06/30/2019
PN CCT993

VOLUNTARY CHANGES IN ASSIGNMENT

Brown, Nicholette NOCE NOCE High School Records Technician (50%)

Return to Regular Assignment
Eff. 03/01/2018

Classified Personnel
February 27, 2018

Sestito, Teresa CC PE-Athletic Equipment Attendant (100%)

Temporary Change in Assignment
To: CC Athletic Equipment Coordinator
 10-month position (100%)
 Range 37, Step A + 10% Longevity
 Classified Salary Schedule
 Eff. 01/23/2018 – 02/28/2018

Zaragoza, Juliana FC Financial Aid Technician
 12-month position (100%)
 PN FCC603

Permanent Lateral Transfer
To: CC Financial Aid Technician
 12-month position (100%)
 Eff. 03/01/2018
 PN CCC771

LEAVES OF ABSENCE

Aponte, Zola CC Instructional Assistant/Career Center (100%)
 Family Medical Leave (FMLA/CFRA) and Parental
 Leave (AB 2393)
 Paid Leave Using Sick Leave and Bonding Leave
 Until Exhausted; Unpaid Thereafter
 Eff. 02/05/2018 – 04/28/2018 (Consecutive Leave)

Delgadillo, Dulcemonica NOCE Senior Research and Planning Analyst (100%)
 Family Medical Leave (FMLA/CFRA) and Parental
 Leave (AB 2393)
 Paid Leave Using Sick Leave and Bonding Leave
 Until Exhausted; Unpaid Thereafter
 Eff. 03/06/2018 – 03/30/2018 (Consecutive Leave)

Komos, Diane FC Laboratory Technician/Mathematics (100%)
 Family Medical Leave (FMLA/CFRA)
 Paid Leave Using Regular and Supplemental Sick
 Leave Until Exhausted; Unpaid Thereafter
 Eff. 01/05/2018 -- 01/28/2018 (Consecutive Leave)

Landis, Donna CC Catalog and Schedule Coordinator (100%)
 Family Medical Leave (FMLA/CFRA)
 Paid Leave Using Regular and Supplemental Sick
 Leave Until Exhausted; Unpaid Thereafter
 Eff. 01/18/2018 -- 02/25/2018 (Consecutive Leave)

Classified Personnel
February 27, 2018

| | | |
|-----------------------|----|--|
| Rojas, Rebecca | CC | Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/26/2017 -- 03/12/2018 (Consecutive Leave) |
| Sater, Erika | FC | Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/02/2018 -- 03/30/2018 (Consecutive Leave) |
| Stephens, Laura | CC | Grants and Special Projects Assistant (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/18/2018 -- 07/18/2018 (Intermittent Leave) |
| Verdugo, Manuel | CC | PE Athletic Equipment Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/01/2018 -- 02/22/2018 (Consecutive Leave) |
| Villasenor, Elizabeth | AC | Payroll Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/06/2018 -- 03/11/2018 (Consecutive Leave) |
| Vitharanage, Malmi | AC | Accounting Specialist (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/02/2018 -- 03/02/2018 (Consecutive Leave) |

ADMINISTRATIVE LEAVE OF ABSENCE WITH PAY

| | | |
|-----------|----|--|
| @00091482 | CC | Instructional Assistant (100%) Eff. 02/03/2018 until further notice |
|-----------|----|--|

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 27, 2018 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 27, 2018

PROFESSIONAL EXPERTS

| Name | Site | Job Classification | Project Title | Max Permitted Hours per Week | Begin | End |
|------------------|------|---------------------|--|------------------------------|------------|------------|
| Barajas, Olivia | FC | Technical Expert II | Provide Outreach, Recruiting and Counseling for CTE Students | 15 | 02/14/2018 | 06/30/2018 |
| Brown, Peggy | AC | Technical Expert I | Payroll Specialist Professional | 26 | 02/12/2018 | 06/30/2018 |
| Cadena, Maria | AC | Technical Expert II | Diversity and Inclusion Faculty Fellow Program | 15 | 01/16/2018 | 06/30/2018 |
| Chan, Eric | NOCE | Technical Expert I | NOCE Photography | 26 | 01/29/2018 | 06/30/2018 |
| Chandler, Scott | NOCE | Project Expert | ARISE Lab Project Expert | 26 | 02/12/2018 | 06/30/2018 |
| Costello, Jeanne | FC | Project Coordinator | Staff Development Coordinator | 40 | 01/12/2018 | 01/24/2018 |
| Costello, Jeanne | FC | Project Coordinator | Staff Development Coordinator | 15 | 05/29/2018 | 06/30/2018 |
| Gregorio, Aline | FC | Technical Expert II | Program Review-Reader | 15 | 12/18/2017 | 04/30/2018 |
| Hunter, Susan | CC | Technical Expert I | Entrepreneurship Program Pathway (Perkins) | 10 | 02/19/2018 | 06/30/2018 |
| Izadi, Behzad | CC | Technical Expert II | Course and Program Development (Perkins) | 10 | 02/19/2018 | 06/30/2018 |
| Miller, Matthew | CC | Project Expert | Certified Athletic Trainer | 26 | 02/26/2018 | 05/26/2018 |
| Okonyan, Stefani | FC | Project Coordinator | TAP Program Coordinating and Implementation | 22 | 02/09/2018 | 05/25/2018 |
| Padilla, Debra | NOCE | Project Expert | DSN/CACT Advanced Manufacturing Center | 26 | 02/23/2018 | 06/29/2018 |
| Petrie, Caleb | FC | Project Coordinator | TAP Program Coordinating and Implementation | 15 | 02/09/2018 | 05/25/2018 |
| St. John, Daria | AC | Project Expert | Hourly Processing, HR Tasks | 26 | 03/01/2018 | 06/30/2018 |
| Valdez, Ernest | NOCE | Technical Expert I | NOCE Events Videographer | 26 | 02/05/2018 | 06/30/2018 |
| Young, Renee | FC | Technical Expert II | Optitex Workbook 3D | 5 | 12/27/2017 | 01/26/2018 |

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: February 27, 2018 Information _____
Enclosure(s) X
SUBJECT: Hourly Personnel

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 27, 2018

Short-Term Hourly

| Name | Site | Title and Description of Service | Begin | End | Grade/Step |
|----------------------|------|---|----------|----------|------------|
| Artiano, Victoria | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE B 3 |
| Bangi, Ruben | CC | Tech/Paraprof - On-call theater crew for campus productions | 02/28/18 | 06/30/18 | TE A 1 |
| Bangi, Ruben | CC | Tech/Paraprof - On-call theater crew for rental productions | 02/28/18 | 06/30/18 | TE B 1 |
| Bauer, Aurora | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE B 3 |
| Caballero, Elizabeth | NOCE | Clerical/Secretarial - Assist with registration for Anaheim NOCE Office | 02/28/18 | 05/30/18 | TE A 4 |
| Christ, Joshua | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE B 4 |
| Flowers, Klint | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE I 1 |
| Girard, Kyle | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE B 3 |
| Hebert, Eli | FC | Clerical/Secretarial - Assist in the Veterans Resource Center | 02/28/18 | 05/30/18 | TE B 2 |
| Hernandez, Carolina | NOCE | Clerical/Secretarial - Assist with registration for Anaheim NOCE Office | 02/28/18 | 06/30/18 | TE B 3 |
| Hidalgo, Gerardo | FC | Tech/Paraprof - Athletic Program Assistant - Women's Soccer | 02/28/18 | 06/30/18 | TE H 4 |
| Kavanaugh, Nicole | FC | Clerical/Secretarial - Assist in the Art Department | 04/26/18 | 06/29/18 | TE B 3 |
| Ratib, Mark | CC | Direct Instr Support - Assist with CyberPatriot program | 02/28/18 | 05/19/18 | TE A 3 |
| Requena, Raesine | CC | Clerical/Secretarial - Assist in Student Activities | 02/28/18 | 06/08/18 | TE A 3 |
| Rivas, Andrew | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE B 4 |
| Rosales, David | CC | Tech/Paraprof - Assist with outreach and recruitment for STEM | 02/26/18 | 05/25/18 | TE A 2 |
| Sanchez Landeros, C. | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE B 4 |
| Steedman, Denise | FC | Tech/Paraprof - On-call theater crew for campus/rental productions | 02/28/18 | 06/30/18 | TE I 1 |
| Tomlinson, Scott | FC | Tech/Paraprof - Assist in the Technology Division Construction Department | 02/28/18 | 05/30/18 | TE B 1 |

Tutors, Interpreters, and Readers

| Name | Site | Title and Description of Service | Begin | End | Grade/Step |
|----------------|------|--|----------|----------|------------|
| Voet, Courtnie | NOCE | Direct Instr Support – Tutor for DSS students | 02/28/18 | 06/30/18 | TE B 4 |
| Wagner, Leslie | FC | Direct Instr Support - Tutor students in the campus Writing Center | 02/28/18 | 06/30/18 | TE A 3 |
| Wanger, Ashley | NOCE | Direct Instr Support - Tutor for DSS students | 02/28/18 | 06/30/18 | TE A 2 |

Hourly Personnel
February 27, 2018

Hourly Substitutes

| Name | Site | Title and Description of Service | Begin | End | Grade/Step |
|---------------|------|--|----------|----------|------------|
| King, Elliott | FC | Clerical/Secretarial - Substitute for classified employee on leave | 02/26/18 | 03/20/18 | TE B 4 |
| King, Elliott | FC | Clerical/Secretarial - Substitute for classified employee on leave | 04/30/18 | 05/18/18 | TE B 4 |

Full Time Students and Work Study

| Name | Site | Title and Description of Service | Begin | End | Grade/Step |
|--------------------|------|---|----------|----------|------------|
| Andrade, Marciel | FC | Work Study Student - Assist in the Academic Support Center | 01/29/18 | 06/30/18 | TE A 1 |
| Bachrach, Hannah | FC | Full-time Student - Student Correspondent for Study Abroad | 02/12/18 | 06/30/18 | TEA 1 |
| Barriga, Samantha | FC | Work Study Student - Assist in the Tutoring Center | 02/12/18 | 06/30/18 | TE A 2 |
| Calderon, Nathalie | FC | Full-time Student - Student Correspondent for Study Abroad | 02/12/18 | 06/30/18 | TEA 1 |
| Chiv, Pheng Ang | CC | Full-time Student - Tutor for Supplemental Instruction | 01/31/18 | 06/30/18 | TE B 1 |
| Cortez, Kevin | CC | Full-time Student - Tutor for the Learning Resource Center | 01/29/18 | 06/30/18 | TE B 1 |
| Di Pasqua, Alexis | FC | Full-time Student - Assist in campus Bookstore | 02/19/18 | 06/30/18 | TE A 1 |
| Draffen, Skyler | FC | Full-time Student - Student Correspondent for Study Abroad | 02/12/18 | 06/30/18 | TEA 1 |
| Guillen, Lauren | FC | Full-time Student - TAP Ambassador | 02/12/18 | 06/30/18 | TEA 1 |
| Jimenez, Cassandra | FC | Full-time Student - Assist in campus Bookstore | 02/12/18 | 06/30/18 | TE A 1 |
| Jimenez, Robert | FC | Full-time Student - Assist in the Technology Division Construction Dept | 01/29/18 | 06/30/18 | TE B 1 |
| Oishi, Rita | FC | Full-time Student - Assist in the Technology Division Department Print Shop | 01/29/18 | 06/30/18 | TE B 2 |
| Sinohui-Mead, K. | CC | Full-time Student - Assist in the Bursar Fee Station | 02/05/18 | 06/30/18 | TE A 1 |
| Thompson, Lia | CC | Full-time Student - Tutor for the Learning Resource Center | 02/01/18 | 06/30/18 | TE B 1 |
| Tran, Kimberly | FC | Work Study Student - Assist in the Academic Support Center | 01/29/18 | 06/30/18 | TE A 1 |
| White, Miyah | CC | Full-time Student - Tutor for the Learning Resource Center | 02/01/18 | 06/30/18 | TE B 1 |
| Zuniga, Lougee | FC | Full-time Student - Assist in campus Bookstore | 02/19/18 | 06/30/18 | TE A 1 |

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 27, 2018

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 27, 2018

| Name | Site | Program | Begin | End |
|------------------------|------|--|------------|------------|
| Albarran, Iris | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Amirfathi, Mahin | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Arimana, Carolina | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Avalos, Hannah | FC | Fine Arts Gallery | 01/29/2018 | 05/26/2018 |
| Avalos, Hannah | FC | Humanities - LiveWire literary journal | 02/08/2018 | 05/26/2018 |
| Blanks, Kimberly | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Brock, Aaron | NOCE | Internship - ESL Program | 03/05/2018 | 06/29/2018 |
| Calatroni, Bruno | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Carrillo, Alyssa | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Chan, Tobias | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Chen, Yongfang | NOCE | Internship - ESL Program | 03/05/2018 | 06/29/2018 |
| Coleman, Kenneth | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Crisol, Eric | FC | Humanities - LiveWire literary journal | 02/08/2018 | 05/26/2018 |
| Davila, Jaime | FC | DSS - Personal Services Assistant | 01/31/2018 | 05/26/2018 |
| Doan, Phuong | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Dugger, Alexander | NOCE | DSS - Personal Care Attendant | 02/08/2018 | 06/29/2018 |
| Escareno, Gary | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Fleming, Karen | FC | Weaponless Defense Safety | 02/01/2018 | 05/24/2018 |
| Gonzalez, Kimberly | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Greene, Michelle | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Hernandez, Luz | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Hiskey, Karren | FC | Fine Arts Gallery | 01/29/2018 | 05/26/2018 |
| Jeffrey, Keylan | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Lan, Myline | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Lee, Simon | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Lee, Sophie | FC | Humanities - LiveWire literary journal | 02/08/2018 | 05/26/2018 |
| Magallanes, Jessica | FC | Humanities - LiveWire literary journal | 02/08/2018 | 05/26/2018 |
| Mariscal, George | FC | Technology & Engineering - Welding | 02/07/2018 | 06/30/2018 |
| Martinez, Cecilia | FC | Humanities - LiveWire literary journal | 02/08/2018 | 05/26/2018 |
| May, Steve | FC | Technology & Engineering - Welding | 02/09/2018 | 06/01/2018 |
| Medlock, Michael | FC | DSS - Personal Services Assistant | 02/05/2018 | 05/26/2018 |
| Noone, Bianca | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Padilla, Polly | FC | DSS - Personal Services Assistant | 02/01/2018 | 05/26/2018 |
| Palomo, Arelyn | FC | DSS - Personal Services Assistant | 01/29/2018 | 05/25/2018 |
| Patterson, Emily | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Paz, Stephanie | FC | Internship - Counseling | 02/28/2018 | 04/20/2018 |
| Quiroz, Madison | FC | Fine Arts Gallery | 01/29/2018 | 05/26/2018 |
| Rosindia Page, Kaitlin | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Salgado-Reyna, Erika | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Samaniego, Marco | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Seitz, Elissa | FC | Internship - Counseling | 02/28/2018 | 05/30/2018 |
| Sevilla, Grace | FC | Internship - Counseling | 02/28/2018 | 05/25/2018 |

Volunteer Personnel
February 27, 2018

| | | | | |
|---------------------|------|---------------------------------------|------------|------------|
| Soledad Florian, G. | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Suh, Hansol | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Therrien, Angelique | NOCE | Internship - ESL Program | 02/21/2018 | 06/29/2018 |
| Valencia, Stephany | CC | Internship - Counseling & Student Dev | 02/28/2018 | 05/31/2018 |
| Vera, Toni | NOCE | DSS - Personal Care Attendant | 01/30/2018 | 06/29/2018 |
| Yopez, Michael | FC | Internship - Counseling | 02/28/2018 | 05/15/2018 |

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: February 27, 2018
SUBJECT: CSEA Chapter #167 Proposal for a
Successor Agreement to the CSEA
Contract

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

BACKGROUND: The collective bargaining agreement between CSEA Chapter #167 and the District expires June 30, 2018. The initial proposal for a successor agreement is submitted by CSEA Chapter #167.

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 initial proposal for a successor agreement between CSEA Chapter #167 and the District be received by the Board, and that a public hearing on this proposal be set for March 13, 2018.

Irma Ramos

Recommended by

Approved for Submittal

5.f.1

Item No.

THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
And Its
North Orange County CCD/CHAPTER 167
2018/2021
INITIAL SUCCESSOR CONTRACT PROPOSAL
February 21, 2018

The California School Employees Association (CSEA) and its North Orange County CCD/Chapter 167, in accordance with Article 26 Negotiations as specified in Article 28 Duration of our current Collective Bargaining Agreement notifies the North Orange County Community College District (District) of CSEA's intent to modify or amend the contract and negotiate a successor agreement. CSEA desires to alter or amend the following articles as indicated and presents our proposals for public discussion in accordance with Government Code §3547:

Article 5- Organizational Rights

- 5.2 CSEA has an interest in enhancing release time for chapter officers and release time for bargaining unit members for conducting chapter business.
- 5.5 CSEA has an interest in compensation for bargaining unit members' participation in the shared governance process, and for the district to provide a centralized shared governance reference resource for all district and campus committees.

Article 9- Pay and Allowances

CSEA is interested in an increase to the Classified salary schedule (See Article 11 concerning health and welfare benefits).

Article 10- Hours and Overtime

- 10.12 CSEA has an interest in restricting requirements for imposing deduction in pay on a Bargaining Unit Member.
- 10.2.3 CSEA has an interest in providing a ten (10) hour district paid July 4th holiday for Bargaining Unit Members during the alternative workweek/workday schedule for summer session.
- TBD CSEA has an interest in adding language restricting a manager making changes to a Bargaining Unit Member's monthly timesheet without their knowledge and consent.

Article 11-Employee Benefits

- 11.1 CSEA has an interest in changing the name of the District Insurance Committee to accurately reflect how it is currently functioning.

CSEA has an interest in increasing health and welfare benefits for its Bargaining Unit Members.

Article 12- Professional Growth and Development Program (PG&D)

- 12.2 CSEA has an interest in compensation for staff development course completion.
- 12.2 CSEA has an interest in clarifying language for when completed PG&D course increments will begin to be compensated.
- 12.5 CSEA wishes to expand the kinds of credit allowed.
- 12.6 CSEA has an interest in increasing increment limitations.
- TBD CSEA has an interest in Compensation for earned degrees.

Article 14- Vacation Plan

- 14.1.5 CSEA has an interest in changing allowable increments of vacation for use by Bargaining Unit Members to one half (1/2) hour.

Article 15- Leaves

- 15.1.3 CSEA wishes to establish criteria/clarification to 15.1.3.3 provision for management to request that a Bargaining Unit Member substantiate any claim of sick leave days.
- 15.1.3 CSEA seeks reimbursement to Bargaining Unit Member for costs associated with providing substantiation for any claim of sick leave days (See 15.1.3.3).
- 15.4 CSEA wishes to enhance provisions for Pregnancy Disability Leave to provide for District paid disability leave.
- TBD CSEA seeks the addition of a provision for District paid maternity infant bonding leave.

Article 18- Classification and Reclassification, Sections 18.4 Classification Review

- 18.3 CSEA has an interest in clarifying language regarding CSEA's right to negotiate new classifications and changes to existing classifications consistent with PERB.

Article 19 Unit Member Evaluation:

- 19.1 CSEA has an interest in modifying classified performance evaluation processes for Permanent Unit Members.
- 19.2 CSEA has an interest in modifying classified performance evaluation processes for Probationary Unit Members.

Article 20- Discipline

- 20.7 CSEA has an interest in modifying the Post-Disciplinary Hearing Right, eliminating 20.7.3.1 hearing for suspension without pay of five days or less.
- 20.7 CSEA has an interest in after a Post-Disciplinary Hearing Right for binding arbitration in Article 20.7.3.2.1, Hearing for Suspension Without Pay (regardless of how many days), Demotion, or Termination.

Article 22- Grievance Procedure

22.2 CSEA has an interest in adding language regarding alleged violations of District Policy and the California Education Code to the definition of a grievance.

Article TBD:

CSEA has an interest in creating a provision regarding management conduct towards Bargaining Unit Members professionally, honestly, and in a civil manner; with the ability to grieve violations of the provision.

Appendix K

CSEA wishes to make changes to the grievance forms that reflect current practices or would provide clarification.

CSEA wishes to make documents able to be filled out electronically.

The Association reserves the right to make additional proposals at any time during the bargaining process; including but not limited to responses to proposals made by the District.

Should you have any questions or concerns please don't hesitate to contact us. Please feel free to proceed with any requirements for posting prior to negotiations.

Sincerely,


Rod Lusch

Chapter President
CSEA #167

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: February 27, 2018
SUBJECT: District Proposal for a Successor Agreement to the CSEA Contract

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

BACKGROUND: The collective bargaining agreement between CSEA Chapter #167 and the District expires June 30, 2018. The initial proposal for a successor agreement is submitted by the District.

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 initial proposal for a successor agreement between the District and CSEA Chapter #167 as submitted by the District be received by the Board, and that a public hearing on this proposal be set for March 13, 2018.

Irma Ramos

Recommended by

Approved for Submittal


5.g.1

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Office of Human Resources

INTRADISTRICT CORRESPONDENCE

To: Rod Lusch, President, CSEA Chapter 167

From: Irma Ramos, Vice Chancellor, Human Resources 

Date: January 17, 2018

Subject: District Successor Agreement Negotiations (2018)

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 intent to negotiate a successor agreement to the current collective bargaining agreement, which expires June 30, 2018. 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 11 – Employee Benefits

Achieve a benefits 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.

Article 16 – Recruitment, Transfer and Promotion

Modify current language regarding short-term transfers and lateral transfers.

Article 26 – Negotiations

Modify current language to change successor agreement timeline.

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).