

**Additional Information
May 8, 2018 Board Meeting**

The following additional information was provided regarding the May 8 Board meeting agenda:

Item 3.a, Purchase Order Listing:

1. P0122770/P0123122: Can I have some context of the CBEST/CSET Workshop Event? **The CBEST/CSET workshop focuses on preparing future teachers for their entrance exam into a credential program. This workshop is conducted by California State University Fullerton, Center for Careers in Teaching department. The workshop provides strategic tools to students when analyzing questions in preparation for the standardized exam. This standardized exam measures the student's proficiency in mathematics, reading, and writing. The outcome of the workshop is for students to become familiar with the exam and similar questions that would be given to them.**

2. I notice that we mail out the NOCE class schedule. Do we know how much it would cost to mail out schedules for Cypress and Fullerton Colleges – at least an abbreviated schedule? **The breakdown of costs for the NOCE class schedule is noted below.**

- **Cost to print the class schedule: \$42,304**
- **Cost to prep the class schedule for USPS and delivery to campuses: \$2,730**
- **Cost to send via UPS boxed schedules to community partners: \$172**
- **Cost of postage to mail the residential schedules: \$23,258**

TOTAL COST: \$68,464 per term

NOCE prints 293,000 schedules each term, mails 273,000 schedules to residential homes in the North Orange County Community College District, and has 20,000 schedules boxed in quantities of 100 per box. The boxed copies are distributed to:

- **All three NOCE Centers**
- **Fullerton College, Cypress College, and District offices**
- **55 community partners (libraries, community centers, EDD, etc.)**
- **Outreach events, etc.**

At Cypress College, the cost of mailing a schedule depends on two factors: mailing cost and printing cost. While the mailing cost is fixed, printing cost varies on the number of print orders. On a conservative estimate, the cost will be about \$3 to \$4 per mailing, not including the staff cost. At most, Cypress College would mail 20,000 at a cost of \$60,000.

At Fullerton College the cost of producing and mailing class schedules would be an estimated \$2 per schedule. If Fullerton College conservatively mails half (147,000) the amount of schedules that NOCE (293,000) mails, their estimated cost would be \$294,000 per term.

3. P0122799: Who sees the Financial Aid promotional video? Is this part of a marketing effort for college affordability? **Financial Aid promotional videos are intended for prospective students and current students. The Fullerton College Financial Aid Office Outreach team, EOPS Outreach team, and our Outreach team in Educational Partnerships frequently utilize Financial Aid promotional videos in addition to various other strategic outreach**

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efforts. For current students, the videos provide disqualified students with workshops to help maintain Satisfactory Academic Progress (SAP). The videos are part of college affordability, but also provide much more practical assistance for prospective and current students, such as information for Dream Act students, student loans, appeals, and many of the services available through the Financial Aid Office. This tool helps Fullerton College Financial Aid with a “high-tech, high touch” forum to work with students.

4. P0122736 & P0122737: How many drinking fountains is this for? **P0122736 is for three fountains with demolition of an existing fountain and installation; P0122737 is for two fountains with no installation.**

5. I noticed that there was some reimbursement for car maintenance. Is this for students? What are the requirements for getting reimbursed for this? How do students know about this? Who qualifies? **The CARE Program has been providing CARE students reimbursement for car maintenance for over 25 years at Fullerton College. Yes, CARE Students qualify for car maintenance services under Title 5 Regulations. Students must be in good standing with the EOPS/CARE Program at time of request for reimbursement. Students are informed about all CARE services during a CARE program orientation. They are provided the instructions and forms to apply for a car maintenance reimbursement. In addition, there are car maintenance spending caps per person (depending on funding available and number of students participating in program). Students are notified during a CARE Program orientation, and when they meet with their EOPS/CARE Specialist, and through email alerts. All CARE students with an unmet need qualify.**

6. P0122722: Is it correct to assume that the bees were removed to an appropriate location and not exterminated? **Yes, the beehive was removed and relocated from a tree at Anaheim Campus to a honeybee safe yard.**

Item 3.c, Quarterly Investment Report and Irrevocable Retiree Benefits Trust Report: For the Retiree Benefits Trust, the first quarter shows a loss of \$513,000. While the long view in investments is always wise, is there any comment on this quarter's performance? **The markets experienced a correction in the first quarter dropping ~10% from the highs in January, with an overall drop for the quarter. The S&P 500 lost -1.00% for the quarter. The Trust dropped -.54 for that same period, experiencing a less severe drop.**

Item 3.d, Quarterly Financial Status Report: On page 4, when mentioning about significant fiscal problems we did not mention the PERS Liability. Is this an ongoing concern? **Our analysis for the 17/18 proposed budget indicated that our additional base augmentation for the 2017-18 year, added to our previous augmentations, appears to be adequate to cover our anticipated cost increases for STRS/PERS into the near future. While this is still something we keep an eye on, we would not classify it as an ongoing significant fiscal problem at this time as our efforts and action by the State have helped address the prior concerns related to the STRS/PERS rising costs. We will evaluate the impact of future developments, as they arise.**

Item 3.e, Education Protection Account Funding and Expenditures: With the income tax portion ending in 2018, how is the District calculating revenue beyond 2018 and the loss of this income and its impact on revenue projections into 2019 and beyond? **In 2016, voters passed**

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Proposition 55, which extends the temporary income tax increase through 2030. Therefore, we expect to be able to continue with our projections incorporating these revenues for the next 12 years.

Item 3.h, Subscription Agreement with Modo Labs:

1. Were students invited to the presentation by the vendors? **Yes, members of the Associated Students were directly involved in all presentations, including Modo Labs and Cypress Mobile team meeting in shaping/requesting the expected outcomes to enrich the student experience.**
2. In the scoring criteria, #2 assesses "Their display of open-mindedness" and #4 assesses "a sense of creativity, flexibility, innovation and inspiration as well as fit with the college culture." How are these defined? They seem a bit subjective. **The questions were presented in the context to capture the feedback from the users. The vendor selection process of "open mindedness" addressed scalability to meet the college needs.**

Cypress College did not want a "vanilla" app which allowed for some things but not others, forcing the College to make a choice. "A sense of creativity, flexibility, innovation and inspiration along with the college culture" addressed:

- **Ability to expand technology services and build upon current campus processes.**
- **Innovation is defined as allowing the College to define the needs for mobile app use and if the vendor could be flexible to allow this.**

In the end Modo Labs offer more flexibility by allowing all three campuses to build their own priorities within the app to serve the campus culture at each institution.

3. Just a comment: the agenda letter is excellent! **Thank you.**

Item 3.j, Parking Fee Increases: Will the fee increase provide revenue for upgrading the Fullerton College Lemon Street Parking Structure to indicate spaces available and on which level? Or, is this for operations only, not capital? **The revenue increase will provide additional funds for capital and operations. There is no specific project at this moment. Fullerton College just finished resurfacing two parking lots (Lots 7 and 8) at a cost of \$600,000. The campus evaluates all parking facilities (lots and structures) on an annual basis and determines what preventative maintenance or repairs are needed. At this time the College does not have plans to add equipment to the Lemon Street structure to indicate how many spaces are available.**

Item 4.a, Year One Allocation of Guided Pathways Grant:

1. Is there current, proposed legislation that will include direct allocation of funds to noncredit campuses? **No, I believe it is the purview of the State Chancellor's Office. This was an operational decision.**
2. All the funds are listed under "Other Operating Expenses and Services." How does this fit with the plans for the Colleges? **The year 1 budget for Guided Pathways was developed with 60% for personnel & released time and the remaining 40% for professional development,**

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software, and other. Until the staffing structure for Guided Pathways has been determined, the budget for personnel and released time are in Major Object Code 50000 Other Operating Expenses and Services. Budget transfers for staff will occur once personnel have been identified.

Item 4.d, Supply Chain Multi Regional Projects in Common #ISPIC: Is Fullerton College considering inviting middle school students to these open houses? **Yes, a few middle school students have attended an open house, and Fullerton College is also sending tutors to middle schools to do outreach lab activities.**

Item 4.e, Strategic Partner Agreement between the University of Redlands and Fullerton College: **This item will be pulled from tonight's Board meeting agenda.**

1. What other community colleges within the area have a similar partnership with the University of Redlands? **The University of Redlands is working towards delivering an on-site with Saddleback. The University of La Verne has a similar long-standing agreement with Crafton Hills College, Mt. SAC, Rio Hondo College, and San Bernardino Valley College.**
2. What's the percentage of students who transfer to the University of Redlands? **According to the CCCCO DataMart website, as a district we have transferred 18 students in the last three years of reporting available. It is unknown how many were from Fullerton College.**
3. What is the transfer process for students to the University of Redlands? **Students would apply online free of cost (Redlands is waiving the application and transcript fees for our students). Once the application and transcripts are received, their Transcript Evaluator reviews their courses and determines admission eligibility, the number of transferrable credits and any course waivers. Fullerton College has also discussed the possibility of hosting "on the spot" admission days where students can bring their transcripts to be reviewed and admissible students will be invited to apply right then and there.**
4. Is 21 units the minimum amount allowed to transfer to their university? **The minimum required for admission is 40 units, however, to be eligible for the tuition discount they would need 21 completed with us.**
5. Will the course offerings at Fullerton College affect the current need for classroom space or future swing space? **This partnership only requires one classroom, one night of the week. Fullerton College always has available classrooms at night.**
6. This is very exciting. Would it be open to Cypress College students? **Yes.**
7. Could a student receive the BS degree fully at Fullerton College? **Yes, the student can take the remaining coursework needed for the BS at Fullerton College, through the University of Redlands, without having to attend courses at the main campus. Fullerton College would essentially be operating as a satellite location for the University of Redlands.**

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8. Where will the space be provided? **Currently, the College is planning on using the 300 Building where the Business Department is housed.**
9. Will the BSB and BSM be noted in the Fullerton College catalogue, or just through University of Redlands publications? **No, it will not be included in the Fullerton College catalogue. The University of Redlands will produce the publications to advertise this opportunity since it is not a Fullerton College degree.**
10. While the cost discount of 30% is helpful, what is the University of Redlands cost per unit, since they are a private institution? **Their current tuition cost is \$678/unit; with the discount it is \$474.60/unit. The students we are targeting are those who have completed the ADT for Business. So if they waive out of five Fullerton College classes, the total program would cost \$18,984.00 (one time matriculation fee of \$150 and \$35 Student Service fee/10 classes of \$500) and if they waive out of four classes, the total cost of the program would be \$20,882.40 (one time matriculation fee of \$150 and \$35 Student Service fee/11 classes of \$535). We also agreed students could take the credits needed to reach the 120 bachelor credit requirement at Fullerton College. Concurrent enrollment would allow students to complete sooner and pay less (take advantage of the lower community college tuition rate).**
11. Are these same degrees also offered at CSU's? **Yes, however the CSUs are impacted and not all CSU eligible students receive admission to their intended campus, even with the ADT. Fullerton College students who apply to CSUF, for example, with GPAs of 2.0-2.79 were not offered admission for Fall 2018.**
12. What is the rationale for entering this partnership? **As noted above, many of our CSU eligible and ADT completing students are finding themselves without an opportunity to continue their education close to home due to impaction. This partnership provides students with a convenient and affordable option to transfer and complete in a timely manner. Further, many of our students work and go to school. This one night per week option is perfect for students who need to work during the day.**

Item 6.a, Re-adoption of Board Policy 6320, Investments:

1. Can you remind me again who sits on the Investment Committee? It's Trustee Brown and Bent, correct? **Trustees Bent, Brown, and McClanahan are the Board representatives to the District Investment Committee.**
2. How often are individuals given ethics/conflict of interest training? **While the District does not mandate conflict of interest training for employees, BP/AP 2710 Conflict of Interest do outline the legal requirements, filing of statements, designated positions, and disclosure categories that certain employees are subject to. Ethics training is required of Board members, and the training requirement is fulfilled by participating in training provided by outside agencies like CCLC.**