

**Additional Information  
June 12, 2018 Board Meeting**

The following additional information was provided regarding the June 12 Board meeting agenda:

**Item 3.a, Purchase Order Listing:**

1. P0123802: Please contextualize this purchase. Is it from the Workforce Initiative funds? **Yes, this is a contract with a marketing company that was Board approved on March 27, 2018 for \$539,200. Interact will be doing marketing across the District, as well as work for Cypress College, and it will be funded by Strong Workforce funds.**
2. P0124004: Please contextualize this purchase. Are these teachers a part of the study abroad program? **Yes, these are teachers who participated in the study abroad programs. In the event of an accident while abroad, it is important to have insurance that is effective in that country for immediate service and a smooth billing process. As the District is self-insured for Workers Compensation coverage, purchasing a travel insurance policy is both efficient and cost effective. All employees traveling abroad on District business must purchase this insurance, and reimbursement is made through the District Risk Management Department.**
3. P0124307: Please contextualize this purchase. **This was an advertisement in Diverse Issues in Higher Education, in honor of former Cypress College President Christine Johnson McPhail who is leaving the board of this journal and the advertisement was commemorating her work.**

**Item 3.b, Separate Bank Accounts and Investment Accounts:** Do we have a timeline of when we will get out of the Wells Fargo bank accounts? **We anticipate concluding any new activity with Wells Fargo as soon as we can complete the opening of the new account with Union Bank. We intend to open the new account as soon as possible and expect it to be no later than the end of this month.**

**Item 3.d, 2017-18 Budget Transfers:**

1. Transfer #3: Can you elaborate on the Precision Machining and Metrology project? **Fullerton College Machine Technology Department has an approved metrology certificate program. Metrology is the use of precision measurement technology and software that is most often necessary in advanced manufacturing fields such as aerospace and biomedical. Fullerton College is the only known college to offer this certificate. The technology ensures quality through various processes. Statistical results can then be shared with each tier of production. The technology can be applied to many other occupational areas from forensic science to transportation. This program also appeals to four year transfer students pursuing engineering and related degrees.**
2. Transfer #12: Does Fullerton College have an interest in changing the name of the PE department to Kinesiology? **Yes, there is an interest in changing the name. Faculty are currently working through the 6-year review of curriculum. Once that process is complete, the next step is to propose the name change to curriculum.**

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**Item 3.e: Resolution Authorizing the County Superintendent of Schools to Make Necessary Transfers:**

1. Are we notified if the County Superintendent makes any transfers? **Yes, if a budget transfer is needed, the business offices at OCDE will contact us to request that we send over an appropriate authorized transfer. This resolution being submitted to the Board now allows the County to process any such approved transfer in lieu of a specific board resolution due to time constraints associated with fiscal year end closing.**
2. In the last fiscal year, did he make any transfers? **No, we did not have any such budget transfers.**

**Item 3.g, RDA Related Compensation Agreements with the City of Fullerton:**

1. Where are the five parcels located? **The five assets are: 1. Fox Block Theater Complex; 2. Fox Block Peck Parking Structure Site; 3. Fox Block Public Parking Lot; 4. Amerige Court Site; 5. Fullerton Transportation Center. In total there are 26 associated parcels on the five properties.**
2. The College will not receive any additional monies? **The District receives tax increments associated with the redevelopment properties. The tax increments are off-set against apportionment dollars for dollar. No additional monies are received.**
3. To clarify, do they just need our approval to move forward with their development projects? **In this case they are requesting approval or ratification from our District, as well as all other taxing entities, including K-12 districts. Not getting approval could change the basis for determining the distributions. In either case, from a financial perspective, the net income is zero and if we do not approve it this would impose an additional burden on the city of Fullerton.**

**Item 3.h, NOCE Laptop Equipment Purchase:**

1. Is there a person that will oversee the maintenance of the laptops? **Morgan Beck, NOCE IT Manager, and his team will oversee maintenance of the laptops. Additionally, NOCE is purchasing a remote maintenance software package that will allow the completion of regular updates without a physical presence at the offsite locations.**
2. Is there a limit on how often the District pursues piggyback purchases? **There is no limit. Piggyback Contracts (or cooperative contracts) are tools used by public procurement to save significant time and money in contract production as well as ensure competitive prices through a previously conducted bidding process. The use of piggyback contracts by the District ensures prudent use of public funds and is available for unlimited use by federal, state, and local agencies up to contract expiration.**

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**Item 3.m, RFP for Construction Scheduling and Cost Estimating Services for Districtwide Projects:**

1. Why is a separate company being contracted for these services? **Separate construction cost estimating and scheduling services are contracted to attain parallel estimates and construction schedule verifications independent from the project A/E (Architect/Engineering) firm, CMAR (Construction Manager at Risk) or DBE (Design Builder Entity). Therefore, the District was looking for the most qualified firm to provide these services.**
2. Isn't this part of what MAAS Companies is supposed to do as the construction program manager? **Currently with MAAS we are being billed for three and a half employees. Scheduling and cost estimating are not in the District's agreement with MAAS. MAAS' general services responsibilities are to establish procedures for independent cost estimating firms to perform cost estimates and review of the project. The cost estimating procedures include completed cost estimate reviews at designated phases of the project and assessment of the accuracy of the independent estimate and Project A/E's, CMAR or DBE estimates, and preparing a written report and meetings with the A/E, CMAR or DBE to develop consensus if differences are found. MAAS could provide these services and has billing rates in place for additional services, however, the District chose to do an RFP to get the most qualified company that specializes in scheduling and cost estimating.**

**Item 4.a, NOCE Curriculum:** What is the difference between ESLA 170 and 171? **ESLA 171 is designed for a higher language competency level than ESL 170. The themes are similar but the content complexity is higher in ESLA 171.**

**Item 4.b, Cypress College Curriculum:** The Class Size Planning and Resource Document provides guidance on class size. In a previous board meeting, Trustee Brown suggested that the document be updated. Has there been a discussion or timeline of that process? **The campus curriculum committees have started discussion on the Class Size Planning and Resource Document. Those discussions will be shared at a later date with the District Curriculum Coordinating Committee, which will coordinate the updating of the document. In addition, there is desire to create an implementation manual for the document so that we can be more consistent as a District in the application of the principles articulated in the Class Size Planning and Resources Document.**

**Item 4.c, Fullerton Education Partnership Agreement:**

1. Has FJUHSD signed the MOU? **Yes, FJUHSD signed the MOU earlier this spring.**
2. Please provide generic demographic information on FJUHSD. **FJUHSD serves a diverse student population:**

**American Indian or Alaska Native 0.2%**  
**Asian 18.5%**  
**Black or African American 2.2%**  
**Filipino 3.4%**

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**Hispanic or Latino 55.7%**  
**Native Hawaiian or Pacific Islander 0.4%**  
**White 17.1%**  
**Other 2.5%**

**Additional demographic data can be found at the following link: <http://www.ed-data.org/district/Orange/Fullerton-Joint-Union-High>**

3. Do stakeholders believe that students can complete a bachelor's degree in four years, regardless of major? Does that data suggest that? **It is the desire of the partners to support bachelor's degree completion in four years, as appropriate to the academic and career goals of each student. In order to better understand and monitor data related to bachelor's degree completion, the partners are committed to sharing institutional data as part of this agreement.**
4. Has Fullerton College identified their point of contact? **The Fullerton College point of contact is the Vice President of Instruction, Dr. José Ramón Núñez.**
5. Why isn't Chancellor Marshall also signing the MOU? **The Chancellor's name and signature will be added to the MOU.**

**Item 5.c, Professional Experts: Page 5.c.2: What does "eDLA" and "KBPK" stand for? eDLAs are video lessons with interactive quizzing. They are developed by faculty to align with specific assignments. DLAs and eDLAs helps the tutors ensure the direction they are providing students is aligned with the outcomes the instructor expects. KBPK is the radio station at Fullerton College.**