

**Additional Information**  
March 10, 2020 Board Meeting

The following additional information was provided regarding the March 10 Board meeting agenda:

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

1. P0137892: I see an expenditure for \$12,000 for Blackboard. Where in the District are we still using Blackboard? I thought we'd transitioned to Canvas. **Fullerton College is utilizing Canvas, though the College has received several grade appeal requests from students who had taken online courses. The grades were held in Blackboard and access to Blackboard was necessary in order to gather information for the established grade review and appeal process. Moving forward, in order to access this information we have to maintain an agreement with Blackboard. The only option offered by Blackboard was to extend the agreement for three years. We do not anticipate an additional extension with Blackboard after this one as grade appeals need to be submitted within two years of receiving the grade.**

**Item 3.b, Budget Adjustments:**

1. How will the additional SWP And VRC funds be used? The augmentation is mostly for "other." **The "additional" SWP funds are regional allocations and are specifically for the Colleges and NOCE to participate in or lead regional SWP projects; they are not additional to the local SWP allocations. Both colleges received a base allocation for the VRC; the additional funds are based on certified headcounts and the Colleges will be using these funds to serve Veteran students in the same way that they use the VRC base allocations. Agenda item 3.b allows for the addition of the funding into the budget. Once the expenditure plan is developed a budget transfer will be initiated to move the funding to the appropriate category.**

**Item 3.c, Budget Transfers:**

1. I see a transfer of \$365,255 to support the Strong Workforce Initiative at Cypress College. Can the transfer be explained more thoroughly than what's on page 3.c.2? Is this for someone who is dedicated to oversee these projects? **All Strong Workforce funding is placed in the 5000 account when it moves from the District to the campus. The budget transfers are to align the budget to actual line items based on the projects that have been approved. The budget transfers below include several SWP projects with notes for each line item:**

Budget Transfers:

1. \$38,000 for SWP instructional salaries to support program growth
2. \$16,600 for SWP marketing (non-instructional salaries for CTE related research, website, material design)
3. \$133,532 for grant support (Project Coordinator PE contracts across all projects, including culinary, kinesiology, transportation, grant coordination, career fair, and marketing)
4. \$2,200 – Short-term hourly for SWP outreach
5. \$20,751 – Benefits for above salary transfers
6. \$54,906 – Supplies for career fair, automotive, kinesiology, culinary, and marketing
7. \$99,266 – Equipment for culinary, kinesiology, and automotive

**Item 3.e, EFMP Contract with Brailsford & Dunleavy:**

1. The background text indicates that B&D already have conducted eight meetings that were not authorized by their contract. Did they receive District permission to do this in advance? **Yes. In order to continue with the**

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planning process, without any major delays, it was discussed with the District prior to conducting the additional eight meetings.

2. Was the request for 34 additional meetings in the spring developed in consultation with the District? **Yes. Additional meetings were discussed to ensure that all constituent groups were included and informed about the progress on and decisions made about the EFMP.**

**Item 3.f, Fullerton College and Cypress College Health Fee Increase:**

1. How much would the increase of the health fee generate for these services on a yearly basis and how does this relate to their overall budgets? **If NOCCCD adopts a higher health fee in accordance with the state calculation, the fee would increase from \$19 to \$21 for the fall and spring semesters and from \$16 to \$18 for the summer term. Based on the 2018-19 actuals, we can estimate how much the proposed health fee increase would generate for the 20-21 fiscal year, please see the following information below:**

Health Center – FY 18/19		
Fund	19210	19220
	CC	FC
<b>Budget 18-19</b>	<b>\$ 881,404.00</b>	<b>\$ 1,466,507.00</b>
<b>Revenue:</b>		
Health Service Revenue - Fees	\$ 632,343.44	\$ 815,180.11
Increase in Health Fee (from \$19 to \$21)	0.105	0.105
Estimated Increase in Revenue	66,562.47	85,808.43
Total Estimated Health Fee Revenue	698,905.91	900,988.54
Misc.	2,000.00	
<b>Total Health Services Revenue</b>	<b>\$ 700,905.91</b>	<b>\$ 900,988.54</b>

**This increase in revenue would allow for enhanced mental health services by way of hiring additional clinicians to reduce wait times for appointments. Increasing our capacity to meet our students' mental health needs is a critical effort to address their basic needs and supports their academic success. In addition, the increase in revenue would allow for equipment upgrades to remain in line with health care industry standards.**

2. How does NOCE provide health-related services to their students? **Currently, NOCE students do not pay the health fee, so they are not eligible for health services provided by the College Health Centers.**
3. Shouldn't the recommendation say inflation rather than deflation? The further recommendation is that we are pre-approving an increase for the next time our cost of goods further inflate, correct? **The correct term is inflation as it is expected that expenses for personnel and supplies will continue to increase over time. However, the language used in the Board item was taken directly from the California Community Colleges Student Fees Handbook, as it references Education Code sections 76355, 76360, and 76361. Approving automated increases to the health fee would allow health services to remain responsive to student needs as expenses continue to rise.**

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**Item 3.k, Amendment of MOU with NOCROP and the NOC Regional Consortium:**

1. To clarify, is this \$1,079,506 funds we are given to be used for running the NOCROP Program for them. Do we pay anything into the program out of our budget? **No, we only allocate CAEP grant funds to NOCROP as they are an eligible member of the adult education consortium. NOCROP is not receiving any other NOCCCD funding.**

**Item 4.a, Cypress College Curriculum:**

1. There's an error in the justification for the Social Justice Studies: Asian Pacific American Studies Associate in Arts Degree for Transfer. (The justification lists "African-American" in the title of degree.) **Thank you. We will correct this.**
2. The Cypress College nursing program recently purchased a new robotic practice dummy of some sort and I believe it was approximately a \$25,000 piece of new equipment. Can you tell us where the funds came from for that, what classes it will be used in, and how more savings or grant attainments can get them the equipment they claim to need to ensure that nursing graduates are competent in the field so that patients don't need to be concerned about their lives ticking away at the hands of an unprepared nursing graduate that didn't have the necessary equipment to train with? **The nursing department recently purchased a simulation manikin that is designed to simulate certain health conditions and allow the nursing students to respond to those conditions in a practice environment. This manikin is the state-of-art which allows us to simulate actual clinical scenarios on campus in addition to and in lieu of live clinical facilities-based learning experience. The budget for the manikin came from state instructional funds. All regular update requests for equipment are considered seriously through various sources – our one time funding process, SWP funds, nursing grants, and emergency funding.**
3. I was never previously concerned about being treated by a Cypress graduate and always assumed they would be better than most nurses out there until a faculty member described the seemingly low equipment quality and inadequate conditions. Can the campus please explain the causes for concern from their perspective and what can be done in the immediate years ahead to get our nursing program into an acceptable range if there is anything lacking? **Our most recent nursing graduates passed their NCLEX state boards with an average 91% passing rate over the last five years, with scores of 95% and 94% respectively in 2017 and 2018. This is well above the State average of 81%. In addition, our nursing program was recently ranking 37th in the State out of 923 programs. This includes all two-year and four-year nursing programs. In addition our recent application to be accredited by ACEN this past fall commended our program for its outstanding instruction and results, and did not cite any subpar equipment or working conditions, with the exception of the need to expand our simulation labs. We appreciate the work of our outstanding nursing faculty and are committed to ensuring safe working conditions for all our employees. The Tech I building, however, is over 40 years old and is in need of modernization. Vice President Alex Porter and Dr. Schilling have inspected the space and will be visiting the health science faculty to discuss priorities and how we accomplish our goals for maintaining a high-level program.**

**Item 5.c, Professional Experts:**

1. Page 5.c.2: What's the "PAL Project Expert?" **PAL stands for Peer Assistance Leader, which is an embedded tutoring program in our English 100 courses. Yvonne Ho is one of our tutors.**

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**Item 6.a, Revised Administrative Procedures:**

1. AP 3600, Auxiliary Organizations: Would this apply to the foundations? If so, what input/impact would this have on them? **Yes, this applies to the foundations. Fullerton College has been in the process of converting its independent foundation into an auxiliary organization of the District and will be revising their master agreement to reflect this change. What this means for the Fullerton College Foundation is that it would be required to follow AP 3600 including hiring employees of the Foundation as District employees. Currently, the Cypress Foundation is functioning as an auxiliary organization to the District and will be revising their master agreement to reflect this operational status. The revisions of these agreements will allow our district foundations to request inclusion on the list of Auxiliary Organization of Good Standing with the State Chancellor's Office.**

**Item 6.d, Vacant Representative Appointments:**

1. Can we get a copy of the meeting dates for each committee?
  - [Fullerton Museum Association of North Orange County](#) – The Museum Board meets monthly on the third Monday at 7:00 p.m.
  - [Community College Foundation of North Orange County](#) – The Foundation meets quarterly (February, May, August, and November) on the first Wednesday at 1:00 p.m.
  - [District Investment Committee](#) – The Committee is convened as needed and scheduled based on trustees' availability.
  - [District Audit Committee](#) – The Committee meets at least two times a year with meetings scheduled based on trustees' availability. Meetings typically take place prior to Board meetings at 4:45 p.m.
  
2. Please provide the representative bodies that Molly McClanahan was appointed to and please let us know if she was the only representative, the main representative, or the backup representative.
  - [Fullerton Museum Association of North Orange County](#) – Only representative.
  - [Community College Foundation of North Orange County](#) – Only representative.
  - [District Investment Committee](#) – One of three representatives; Trustees Bent and Brown are the other two.
  - [District Audit Committee](#) – One of three representatives; Trustees Blount and Brown are the other two.