

APPROVED**MINUTES OF THE ORGANIZATIONAL AND ONLY REGULAR MEETING
OF THE BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

December 10, 2019

The Board of Trustees of the North Orange County Community College District met for its Organizational and Only Regular Meeting on Tuesday, December 10, 2019, at 5:30 p.m. in the Anaheim Campus Board Room.

President Jeffrey P. Brown called the meeting to order at 5:37 p.m. and led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Molly McClanahan, Jacqueline Rodarte, and Student Trustee Ester Plavdjian. Absent: Student Trustee Chloe Reyes.

RESOURCE PERSONNEL PRESENT: Cheryl Marshall, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Irma Ramos, Vice Chancellor, Human Resources; Greg Schulz, President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, Provost, North Orange Continuing Education; Kai Stearns Moore, District Director, Public & Governmental Affairs; Lisa Gaetje, representing the District Management Association; Tina McClurkin, representing the North Orange Continuing Education Academic Senate; Craig Goralski, representing the Cypress College Academic Senate; Kim Orlijan, representing the Fullerton College Faculty Senate; Christie Diep, representing United Faculty; Dawnmarie Neate, representing CSEA; Kent Stevenson, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Maha Afra, Paul de Dios, Tonya Cobb, Carmen Dominguez, Philip Dykstra, Alex Porter, and Julie Zweig from Cypress College; Josh Ashenmiller, Gil Contreras, Rod Garcia, Aline Gregorio, Larry Lara, Lyndsey Lefebvre, Lisa McPheron, Megan Moscol, Jose Ramon Nuñez, Joe Ramirez, Kristen Shedd, Michael Skinn, and Martha Strey from Fullerton College; Terry Cox, Ron Croteau, Manjit Grewall, and Marc Kepler from North Orange Continuing Education; and Arturo Ocampo, Tami Oh, Chelsea Salisbury, Amita Suhrid, Kashu Vyas, and Rick Williams from the District Office.

VISITORS: Bill Bent, Claire Bent, Emily Bent, Jane Bent, Nolan Bent, Jose Castaneda, Brandon Harrison, Alicia Herrera, Colleen Johnson, Larry Johnson, Denny Konshack, Peter Nazir, Frank Oppedisano, and Bobbi Lee Smart.

PRESENTATIONS TO THE 2019 BOARD OFFICERS: Chancellor Cheryl Marshall gifted the outgoing Board officers Jeffrey P. Brown, President; Ryan Bent, Vice President; and Barbara Dunsheath, Secretary, with a small token of appreciation for their service.

ELECTION OF BOARD PRESIDENT: Board President Jeffrey P. Brown called for nominations for the office of President of the Board of Trustees for a one-year term.

Trustee Barbara Dunsheath moved and Trustee Stephen T. Blount seconded the nomination of Trustee Ryan Bent for President of the Board of Trustees for a one-year term. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian's advisory vote.**

ELECTION OF BOARD VICE PRESIDENT: Trustee Ryan Bent assumed the Board Presidency and called for nominations for the office of Vice President of the Board of Trustees for a one-year term.

Trustee Jacqueline Rodarte moved and Trustee Jeffrey P. Brown seconded the nomination of Trustee Barbara Dunsheath for the office of Vice President of the Board of Trustees for a one-year term. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian's advisory vote.**

ELECTION OF BOARD SECRETARY: Board President Ryan Bent called for nominations for the office of Secretary of the Board of Trustees for a one-year term.

Trustee Barbara Dunsheath moved and Trustee Jeffrey P. Brown seconded the nomination of Trustee Jacqueline Rodarte for the office of Secretary of the Board of Trustees for a one-year term. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian's advisory vote.**

APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE COUNTY COMMITTEE ON ELECTION OF MEMBERS OF THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION: Board President Ryan Bent appointed himself as the Board's representative and Trustee Barbara Dunsheath as the Alternate to the County Committee on School District Organization.

APPOINTMENT OF REPRESENTATIVE TO THE FULLERTON MUSEUM ASSOCIATION OF NORTH ORANGE COUNTY: Board President Ryan Bent appointed Trustee Molly McClanahan as the Board's representative to the Fullerton Museum Association of North Orange County.

APPOINTMENT OF REPRESENTATIVE TO THE CYPRESS COLLEGE FOUNDATION: Board President Ryan Bent appointed Trustee Stephen T. Blount as the Board's representative to the Cypress College Foundation.

APPOINTMENT OF REPRESENTATIVE TO THE FULLERTON COLLEGE FOUNDATION: Board President Ryan Bent appointed Trustee Jacqueline Rodarte as the Board's representative to the Fullerton College Foundation.

APPOINTMENT OF REPRESENTATIVE TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Ryan Bent appointed Trustee Molly McClanahan as the Board's representative to the Community College Foundation of North Orange County.

APPOINTMENT OF TWO AD HOC REPRESENTATIVES TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Ryan Bent

appointed Fred Williams and Kai Stearns Moore as Ad Hoc Representatives to the Community College Foundation of North Orange County.

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT INVESTMENT COMMITTEE: Board President Ryan Bent appointed himself and Trustees Jeffrey P. Brown and Molly McClanahan as the Board's representatives to the District Investment Committee.

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT AUDIT COMMITTEE: Board President Ryan Bent appointed Trustees Stephen T. Blount, Jeffrey P. Brown, and Molly McClanahan as the Board's representatives to the District Audit Committee.

APPOINTMENT OF REPRESENTATIVE TO THE ORANGE COUNTY COMMUNITY COLLEGES LEGISLATIVE TASK FORCE: Board President Ryan Bent appointed Trustee Stephen T. Blount as the Board's representative to the Orange County Community Colleges Legislative Task Force.

APPOINTMENT OF REPRESENTATIVE TO THE DISTRICT RETIREMENT BOARD: Board President Ryan Bent appointed Trustee Jacqueline Rodarte as the Board's representative to the District Retirement Board.

APPOINTMENT OF CHANCELLOR AS EXECUTIVE SECRETARY: Board President Ryan Bent appointed Chancellor Cheryl Marshall as the Executive Secretary to the Board.

APPOINTMENT OF ADMINISTRATIVE SUPPORT MANAGER, CHANCELLOR'S OFFICE, AS RECORDING SECRETARY: Board President Ryan Bent appointed Alba Recinos, Administrative Support Manager, Chancellor's Office, as Recording Secretary for the Board.

ADOPTION OF THE 2020 BOARD MEETING CALENDAR: JANUARY THROUGH DECEMBER: It was moved by Trustee Jacqueline Rodarte and seconded by Trustee Barbara Dunsheath that the following Board Meeting Calendar for January 2020 through December 2020 be adopted. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian's advisory vote.**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
2020 BOARD OF TRUSTEES MEETING CALENDAR**

**Board Room at the Anaheim Campus – 1830 W. Romneya Drive, Anaheim
5:30 p.m. unless otherwise noted**

Only Regular Meeting in January	Fourth Tuesday, January 28, 2020
First Regular Meeting in February Second Regular Meeting in February	Second Tuesday, February 11, 2020 Fourth Tuesday, February 25, 2020
First Regular Meeting in March Second Regular Meeting in March	Second Tuesday, March 10, 2020 Fourth Tuesday, March 24, 2020
First Regular Meeting in April Second Regular Meeting in April	Second Tuesday, April 14, 2020 Fourth Tuesday, April 28, 2020
First Regular Meeting in May Second Regular Meeting in May	Second Tuesday, May 12, 2020 Fourth Tuesday, May 26, 2020
First Regular Meeting in June Second Regular Meeting in June	Second Tuesday, June 9, 2020 Fourth Tuesday, June 23, 2020
Only Regular Meeting in July	Fourth Tuesday, July 28, 2020
First Regular Meeting in August Second Regular Meeting in August	Second Tuesday, August 11, 2020* Fourth Tuesday, August 25, 2020 <i>*Tentative Meeting – Only if deemed necessary</i>
First Regular Meeting in September Second Regular Meeting in September	Second Tuesday, September 8, 2020 Fourth Tuesday, September 22, 2020
First Regular Meeting in October Second Regular Meeting in October	Second Tuesday, October 13, 2020 Fourth Tuesday, October 27, 2020
First Regular Meeting in November Second Regular Meeting in November	Second Tuesday, November 10, 2020 Fourth Tuesday, November 24, 2020
Only Regular Meeting in December	Second Tuesday, December 8, 2020

END OF ORGANIZATIONAL MEETING

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Lisa McPheron**, Fullerton College Sustainability Committee Member, thanked the Board for discussing sustainability and encouraged them to institutionalize sustainability practices, develop a Board Policy, and incorporate it into the District's Educational and Facilities Master Plan.
- B. **Maha Afra**, Cypress College Faculty, made a statement for the record which included a signed statement from the Fine Arts division tenured full-time faculty in support of union efforts to achieve its stated goals in their negotiations proposal. She also expressed their willingness to pursue all necessary actions to achieve those goals.
- (See Supplemental Minutes #1247 for a copy of the statement.)
- C. **Jose Castaneda**, Fullerton Resident and Organizer with the Climate Action Campaign, expressed his appreciation to the Board for taking steps toward sustainability and encouraged the Board to work with faculty to work towards equitable policies.
- D. **Bobbi Lee Smart**, addressed the Board regarding adjunct faculty rehire rights and cited the letter of intent authored by State legislators regarding reemployment rights and its interpretation in order to receive State funding. The purpose is for faculty members who have been here longer to receive more classes than newer faculty members and the Board should make that a priority and close out the contract.
- E. **Julie Zweig**, Cypress College Adjunct Faculty, stated that teachers are not respected, have no security, and should not be so expendable. She emphasized the need for rehire rights and that it is unfair that she only received one class, but a newer faculty member received two classes.
- F. **Marc Kepler**, NOCE ESL Adjunct Faculty, expressed the importance for adjunct faculty to have rehire rights and the mental and emotional wear of not knowing if they will teach from semester to semester. He stated adjuncts need rehire rights that are comparable to what Ranch Santiago Community College District already offers.
- G. **Ron Croteau**, NOCE ESL Adjunct Faculty, wanted the Board to see a human face in relation to adjunct faculty rehire rights and stated that it is difficult to plan ahead when you don't know what comes next.
- H. **Martha Strey**, Fullerton College Math Adjunct Faculty, highlighted the effect that adjunct faculty –who comprise two-thirds of the faculty pool– in achieving great transfer numbers and the service they provide. She stated that it is appalling the way part-time faculty have been treated and they want rehire rights and parity.
- I. **Lyndsey Lefebvre**, Fullerton College Adjunct Faculty, shared her experiences as a student and the impact that a part-time instructor had on her. She stated that professors deserve to have dignity when given their class assignments and that rehire rights provide equitable learning conditions for students.

- J. **Tonya Cobb**, Cypress College Adjunct Faculty, noted that while she loves teaching, she is considering a career outside of teaching because she can't live with the uncertainty of not having rehire rights which adjunct faculty deserve. She stated that preferred consideration is not the same as rehire rights and that the intent of rehire rights is that faculty over time, based on seniority, would be able to achieve 60-70 percent of load.
- K. **Frank Oppedisano**, California Federation of Teachers Field Representative, addressed the Board regarding the rehire rights law which is very clear and not as complicated as it has been for the District. He shared his experience in negotiating part-time rehire rights into multiple contracts and noted that other districts have already negotiated what is taking two years and counting for the District. He requested that the Board follow the law and negotiate rehire rights.

BLOCK VOTE APPROVAL OF NON-PERSONNEL ITEMS: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Molly McClanahan that the following non-personnel items be approved by block vote:

Finance & Facilities: 4.a, 4.b, 4.c, 4.e, 4.f, 4.g
 Instructional Resources: 5.a, 5.b, 5.c

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian's advisory vote.

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jacqueline Rodarte that the following personnel items be approved by block vote:

Human Resources: 6.a, 6.b, 6.c, 6.d, 6.e

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.

CHANCELLOR'S REPORT

- A. **Sustainability Update:** As part of the Chancellor's Report, the campus CEOs presented their campus sustainability efforts to the Board.

Cypress College

Joanna Schilling, Cypress College President, began her presentation by acknowledging the work of **Albert Miranda**, **Phil Fleming**, and **Alex Porter** and then shared the current sustainability efforts and future goals.

Current Efforts:

- LED lighting Initiative: includes energy-friendly lighting in all exterior parking lots, Automated-Logic HVAC controls, and reducing overall energy consumption
- 900,000 gallon Thermal Energy Storage Tank: enhances efficient use of chilled water to power air conditioning systems and has enabled the reduction in hydronic related energy demand by 30% since its installation in 2017

- On-campus Co-Generation System: utilizes primary and secondary heat to produce power up to 40% of campus energy usage
- Campus Lawn Cuttings Effort: 90% of grass clippings are reintroduced onto the lawn creating a recycled natural fertilizer
- Campus Lawn Equipment: continually replaced with low-emission units reducing the harmful greenhouse gases released into the atmosphere
- Sustainability Committee: newly formed to address campus sustainability efforts

Future Goals:

- STARS Self-assessment: agreed upon by the Sustainability Committee in order to identify gaps and see where they want to go
- EV Charging Stations: to be installed in 2020 via a Southern California Edison funded program
- Recycling Efforts: separate campus waste products into organics, plastics, cans, and other
- Custodial Services: includes mop-head preservation efforts to extend their life through laundering as opposed to replacement
- Solar Initiatives: install solar energy panels on rooftops, standalone EV charging stations, and in Lot 9
- Eliminate/Reduce Single Use Plastic: on campus by summer 2022 with the installation of hydration fill stations across the campus
- New Food Vendor: include commitment to sustainable practices

Individual trustees commended Cypress College for doing a fantastic job. They also inquired about the timeframe for the solar panels, methods to track the reduced footprint from one year to the next, recycling efforts, academic courses dealing with sustainability, and an increase in shade to hardscape ratio.

Fullerton College

Greg Schulz, Fullerton College President, acknowledged the work of the Fullerton College Sustainability Committee Co-Chairs: **Megan Moscol** and **Aline Gregorio** and highlighted current campus efforts and future goals.

Current Efforts:

- Academic Courses: Global Environmental Problems, Climate Science, and Environmental Biology all currently incorporate sustainability, and the College partners with CSUF on the USDA U-Acre program.
- Student Life: Students for Environmental Sustainability Club, annual Earth Day Symposium, and attendance at the California higher education sustainability conference
- Inclusive and Participatory Governance: formation of the Sustainability Committee in February 2019 to address campus efforts and an Associated Students committee on environmental sustainability
- Building Design and Construction: exceed Title 24 design standards by 15% for new construction and 10% for modernization of existing buildings
- Building Energy Consumption: over 6,000 bulbs and fixtures have been retrofitted with LED lights and Prop 39 projects have resulted in a reduction of approximately one million kWh of energy use annually

- Waste Minimization and Diversion: diverted from landfills: 29.9 tons of annual paper and cardboard waste, 4.4 tons of electronic waste, and 400,000 single use plastic bottles
- Water Use: reduce the amount of water used by replacing over 36,000 square feet of traditional landscaping with drought tolerant landscaping and plants and a new drip irrigation system
- Campus Fleet: use of light duty electric carts for campus maintenance vehicles
- Support for Sustainable Transportation: implementation of the OCTA Bus Program, carpool/vanpool program, and six EV charging stations

Future Goals:

- Academic Courses: new course proposals for Environmental History, Environmental Psychology, GIS, and a Sustainability AS degree
- Building Energy Consumption: enhance efficient use of chilled water to power air conditioning systems, provide continuous cooling, and reduce energy demand
- Commute Modal Split: 44 additional EV charging stations installed in 2020
- Outreach Materials and Publications: launch campus sustainability website
- Staff Professional Development and Training: Sustainability assessment, planning, and coordination training at February 2020 campus mini conference
- STARS: a data driven framework to collect, assess, monitor, and recognize sustainability initiatives that the entire CSU and UC systems uses to report along with some community colleges

Trustees inquired about content for the sustainability website, working with the Horticulture department, efforts to collect rainwater, efforts to expand bike routes and access, electric carts, use of electric charging stations, clarification on the U-Acre Program, and ideas for use of solar plans.

NOCE

Valentina Purtell, NOCE Provost, shared the projects undertaken, those in design, and proposed projects among the three NOCE sites. She also thanked **Rick Williams** for working closely with NOCE at the Anaheim Campus.

Completed Projects:

- Retro commissioning of mechanical systems
- Hydration stations at the Anaheim, Cypress and Wilshire Centers: funds for the Wilshire stations were raised by the DSS students via their annual fundraiser
- Wilshire Beautification Project: the project began with **Cathy Johnson** who volunteered her time to improve the gardens and now includes the independent living DSS students
- Recycling program at Anaheim: **Miriam Anaya** started the recycling program at the Anaheim Campus and proceeds benefit the ocean environment

In-design Projects:

- Irrigation system and drought resistant landscape at the Anaheim Campus
- Shading at the Wilshire Center

Proposed Projects:

- Upgrade the Anaheim Campus interior & exterior lighting to LED

- Anaheim Campus site solar project
- Upgrade building automation system; install submeters for water/gas/electric
- Install EV charging stations
- Upgrade the rooftop cooling tower
- Upgrade the penthouse boiler
- Replace domestic cold-water system
- Form the Anaheim Campus Sustainability Committee that will be a joint venture between NOCE and District Services

Trustees inquired about solar panels at the Anaheim Campus and potential plans for use of the city offered incentives for partnering with school districts and what the upgrade of the rooftop-cooling tower entails.

Subsequent to the NOCE presentation, the Board briefly discussed the timeline for the proposed sustainability board policy; looking at what other schools and non-education organizations are doing in terms of their sustainability planning, and referring to the Sierra Club listing of the best colleges with regard to sustainability efforts. The presentation concluded with trustees acknowledging the importance of the work being done and applauding their efforts.

COMMENTS

- A. **Irma Ramos** reported on the joint job summit on December 7 which had over 400 attendees and thanked **Chancellor Marshall** and **Greg Schulz** for attending and faculty for their support with the mock interviews portion of the event.
- B. **Valentina Purtell** reported on the well-attended November 20 Women of Color seminar for students, NOCE's annual participation with the Ronald McDonald Feast of the Heart initiative, funds raised for NOCE scholarships via Giving Tuesday, and the on-going food drive for the Anaheim Campus food pantry.
- C. **JoAnna Schilling** reported that the December 4 Spectrum News "Inside the News" episode focused on community colleges and featured Cypress College STEM Student **Vanessa Natera**. She was also recently notified that the Cypress College application will be named as the most innovative campus app in 2019 by Modo Labs.
- D. **Greg Schulz** reported on the Fullerton College Foundation Board of Directors voting in support of a master agreement between the Foundation and the District and the College's annual campus holiday parties for day and evening staff, and wished everyone a joyous and peaceful holiday season.
- E. **Lisa Gaetje** reported managers working on several workgroups: onboarding and salary placement; management sabbaticals; and management evaluations with recommendations expected in the Spring. She also invited everyone to the DMA holiday gathering on December 13 at Rock & Brews.
- F. **Tina McClurkin** reported that NOCE faculty have completed their distance education plan and addendum and that it will be circulated for approvals. She also reported on the Kindness Campaign initiative which includes ambassadors for kindness and coordinated random acts of kindness across the District.

- G. **Craig Goralski** reported that the Cypress College Academic Senate –which represents part-time and full-time faculty– is supportive of the efforts of Adjunct Faculty United and is happy to see them at the Board meeting.
- H. **Kim Orlijan** recognized that adjunct faculty are a vital part of faculty ranks and voiced her personal support for their efforts.
- I. **Christie Diep** reported that United Faculty was approved for mediation by PERB. She cited an October 2017 newsletter article regarding rehire rights for part-time faculty who are the foundation of departments and generate the bulk of the District’s revenue. She stated that the District is legally required to establish rehire rights and wondered why it is so hard for the District when surrounding districts have successfully negotiated them.
- J. **Dawnmarie Neate** reported that CSEA officer elections are taking place in December with the Officer Installation on January 25. She stated that respect appears to be the ongoing theme of the comments with adjunct faculty asking for good faith negotiations to honor their contributions and value. She noted that there are 68 open classified positions and asked where the work of those positions has gone.
- K. **Kent Stevenson** thanked his colleagues for their support which is greatly appreciated.
- L. **Student Trustee Ester Plavdjian** wished everyone a happy holiday season.
- M. **Trustee Molly McClanahan** shared that the Fullerton College Band and Chorale Concert is taking place on December 13.
- N. **Trustee Ryan Bent** reported on his attendance at the Esperanza High School championship football game and a walkthrough of the new Yorba Linda Library and Community Arts Center that is being built.

MINUTES: It was moved by Trustee Molly McClanahan and seconded by Trustee Jacqueline Rodarte to approve the Minutes of the Regular Meeting of November 26, 2019 with the noted correction to the vote on Item 3.a on page 173 and addition of Leonard Lahtinen to the listing of visitors. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian’s advisory vote.**

PUBLIC HEARING: At 7:27 p.m., Board President Ryan Bent declared the public hearing open to provide the public an opportunity to comment on the request to reopen an additional article for 2019/2020 by CSEA Chapter #167 to the District, as submitted by CSEA Chapter #167. There were no comments.

It was subsequently moved by Trustee Jeffrey P. Brown and seconded by Trustee Barbara Dunsheath to close the public hearing at 7:28 p.m. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes, including Student Trustee Plavdjian’s advisory vote.**

Item 3.a: The Board received the request to reopen an additional article for 2019-20 by CSEA Chapter #167 to the District, as submitted by CSEA Chapter #167.

FINANCE & FACILITIES

Item 4.a: By block vote, authorization was granted to ratify purchase order numbers P0134836 - P0140091 through November 13, 2019, totaling \$22,763,105.38, and check numbers C0050718 - C0050874, totaling \$74,865.17; check numbers F0241197 - F0241478, totaling \$788,815.92; check numbers Q0006824 - Q0006827, totaling \$4,752.53; check numbers 88497608 - 88498789, totaling \$9,130,222.59; check numbers 70096705 - 70096783, totaling \$21,522.10; and disbursements E8827248 - E8828216, totaling \$1,215,769.87, through November 30, 2019.

Item 4.b: By block vote, authorization was granted to make adjustments to General Fund and Financial Aid Fund revenue and expenditure budgets in accordance with the revised fiscal year 2019-2020 allocations and adopt resolutions to adjust budgets and authorize expenditures within the General Fund and Financial Aid Fund pursuant to the California Code of Regulations Title 5, §58308.

Further authorization was granted 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.

Item 4.c: By block vote, authorization was granted for the 2019-2020 General Fund transfers netting to the amount of \$1,420,240 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Item 4.d: The Board received and reviewed the the annual audits of the District for fiscal year 2018-2019 which included the Proposition 39 Financial and Performance audit reports associated with the District's bond measures. Brandon Harrison, Partner with EideBailly, and Alicia Herrera, EideBailly Account Manager, addressed the Board to share that District auditors issued unmodified opinions with no reported deficiencies or findings for the District audits. Reports for the District's three foundations are in process and will be submitted at a later time.

Mr. Harrison noted that auditors met with the District Audit Committee to answer questions and provide detailed information and complimented management and the District for providing accurate information. In response to questions, Mr. Harrison provided clarification on 1) the merger of Vavrinek, Trine, Day & Co. with EideBailly; 2) districts moving towards increasing their reserve amount to a higher level than the State required 5% in order to better position themselves to withstand costs; and 3) where the Measure J bond interest income is invested (the Orange County Investment Pool with the Orange County Treasury) and how that interest income can be spent (on bond approved measures).

Item 4.e: By block vote, authorization was granted to pre-approve out-of-country travel for Dani Wilson and Kristen Wiederholt to Spain February 29 – March 7, 2020.

Item 4.f: By block vote, authorization was granted to extend the consultant agreement with Porter Consulting, LLC at an hourly rate of \$185 for project management services effective January 1, 2020 through June 30, 2020, for an amount not to exceed \$125,036. Should

there be a further need for the consultant's services, the District and Porter Consulting, LLC (Parties) shall have the option to renew the agreement on a month-to-month basis. The Parties mutually understand that the agreement may be terminated by either party upon thirty (30) days' written notice.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing to execute the agreement on behalf of the District.

Item 4.g: By block vote, authorization was granted to enter into a travel arrangement with AIFS for the NOCCCD Summer 2020 community program in Italy. The basic program fee of \$3,695, which is to be paid by each participant, includes housing, an orientation, support staff, travel excursions, and some meals.

Further authorization was granted for the Vice Chancellor, Facilities and Finance, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office.

INSTRUCTIONAL RESOURCES

Item 5.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College, to be effective Fall 2019, Spring 2020, and Fall 2020. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Item 5.b: By block vote, authorization was granted to approve the summary of curriculum changes for Fullerton College, to be effective Fall 2020. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Item 5.c: By block vote, authorization was granted to approve the resolution to continue the Cooperative Contract (Agreement #31235) with the Department of Rehabilitation, and authorize designated personnel to sign and execute any and all documents required.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or District Director, Fiscal Affairs to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

HUMAN RESOURCES

Item 6.a: By block vote, authorization was granted for the following academic personnel matters which are within budget:

LEAVES OF ABSENCE

Crowell, Benjamin	FC	Physics Instructor Load Banking Leave With Pay (20.00%) Eff. 2020 Spring Semester
Cummings, Sumner	FC	Art Instructor Family Medical Leave (FMLA/CFRA) (100%)

			Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 10/21/2019-11/04/2019
Freer, Carolee	CC	Court Reporting Instructor	Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 11/05/2019-11/18/2019
Kaufman, Bret	CC	English Instructor	Family Medical Leave (FMLA/CFRA) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 11/18/2019-11/29/2019 (53.33%)
Kvaska, Colleen	FC	Nutrition & Foods Instructor	Load Banking Leave With Pay (18.33%) Eff. 2020 Spring Semester
Powers, Miguel	FC	English Instructor	Load Banking Leave With Pay (6.67%) Eff. 2020 Spring Semester
Samano, Jeffrey	FC	Speech Instructor	Load Banking Leave With Pay (26.67%) Eff. 2020 Spring Semester
Spooner, Stephanie	CC	Biological Sciences Instructor	Load Banking Leave With Pay (5.00%) Eff. 2020 Spring Semester
Stanton, Gretchen	FC	Chemistry Instructor	Family Medical Leave (FMLA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/23/2020-02/22/2020

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2020 SPRING SEMESTER,
WINTER/SPRING TRIMESTER

Beloud, Baoanh	FC	Column 1, Step 1
Chu, Geoffrey	CC	Column 1, Step 1
Guzman, Miguel	FC	Column 1, Step 1
Keller, Justin	FC	Column 1, Step 1
Licata-Solaas, Anne	FC	Column 3, Step 1
Mosher, Michael	FC	Column 1, Step 1
Poole, Jerry	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Brant, Nicollette	FC	Column 1, Step 1
Cruz, Maria	FC	Column 2, Step 1
Denton West, Jessica	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Beloud, Baoanh	FC	Column 1, Step 1
Min, Aung	CC	Column 1, Step 1

Item 6.b: By block vote, authorization was granted for the following classified personnel matters which are within budget:

RETIREMENT

Baca, Joel	NOCE	Instructional Assistant/DSPS 12-month (100%) Eff. 12/31/2019 PN SCC983
Melendez, Daniel	FC	Multimedia Systems Specialist 12-month position (100%) Eff. 12/11/2019 PN FCC839

RESIGNATION

Flores, Christopher	CC	Campus Safety Officer 12-months (100%) Eff. 11/26/2019 PN CCC852
Mann, William	CC	Laboratory Technician, Physical Science 12-month position (100%) Eff. 11/23/2019 PN CCC854
Villasenor, Rafael	FC	Campus Safety Officer 12-month position (100%) PN FCC742 Eff. 12/04/2019

NEW PERSONNEL

Santillan, Carolina	FC	Administrative Assistant I 12-month position (100%) Range 33, Step A Classified Salary Schedule Eff. 12/11/2019 PN FCC810
---------------------	----	--

Perez, Jeremiah	FC	Student Services Specialist, Veterans Center 12-month position (100%) Range 36, Step A Classified Salary Schedule Eff. 12/11/2019 PN FCC599
-----------------	----	--

CHANGE IN SALARY STEP

Salazar, Valerie	FC	Student Services Technician (45%) From: Range 33, Step D To: Range 33, Step B Eff. 12/01/2019
------------------	----	--

VOLUNTARY CHANGES IN ASSIGNMENT

Brown, Nicholette	NOCE	High School Records Technician (50%) Permanent Change in Assignment To: High School Records Technician 12-month position (100%) Classified Salary Schedule Eff. 12/11/2019
-------------------	------	---

Cao, Khanh	CC	Instructional Assistant (50%) Temporary Increase in Percent Employed From: 50% To: 100% Eff. 11/01/2019 – 12/31/2019
------------	----	--

Loayza, Elaine	NOCE	Instructional Assistant (100%) Temporary Change in Assignment To: Instructional Assistant 12-month position (50%) AC Human Resources Technician 12-month position (50%) Range 36, Step E + 20% Longevity Classified Salary Schedule Eff. 12/02/2019 – 05/14/2020
----------------	------	--

Resendiz, Beatriz	FC	Student Services Technician (100%) Temporary Change in Assignment To: EOPS Program Coordinator 12-month position (100%) Range 40, Step C + 5% Longevity Classified Salary Schedule
-------------------	----	---

Eff. 12/11/2019 – 06/30/2020

Young, Lynette	CC	Administrative Assistant II (80%)
		Temporary Increase in Months & Percent Employed
		From: CC 10-months, 80%
		To: CC 10-months, 80%
		AC 2-months, 20%

LEAVES OF ABSENCE

Avila, Brandi	FC	Temp. Special Projects Manager, UMOJA (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Vacation Until Exhausted; Unpaid Thereafter Eff. 01/02/2020 – 01/21/2020 (Consecutive)
Fuentes, Rafael	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/07/2019 – 11/15/2019 (Consecutive Leave)
Gutierrez, David	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/05/2019 – 05/05/2020 (Intermittent Leave)
Guzman, Antonio	AC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/08/2019 – 12/29/2019 (Consecutive Leave)
Toral, Celina	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 10/12/2019 – 12/03/2019 (Consecutive Leave)

Item 6.c: By the block vote, authorization was granted for the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1247 for a copy of the professional expert personnel listing.)

Item 6.d: By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1247 for a copy of the hourly personnel listing.)

Item 6.e: By the block vote, authorization was granted for the assignment of volunteers per the volunteer listing.

(See Supplemental Minutes #1247 for a copy of the volunteer listing.)

GENERAL

Item 7.a: The Board received and reviewed, as information items, the following revised Administrative Procedures which were approved by the District Consultation Council on November 25, 2019:

- AP 3500, Campus Safety
- AP 3501, Campus Security and Access
- AP 6150, Designation of Authorized Signatures

The revised Administrative Procedures are available on the District's website, where they are readily accessible by students, employees, and the general public.

Item 7.b: The Board received the following proposed, revised Board Policies as a first reading and directed that they be placed on a future Board meeting agenda for action:

- BP 3440, Service Animals
- BP 3500, Campus Safety
- BP 3501, Campus Security and Access
- BP 3505, Emergency Response Plan

In the ensuing discussion, Trustee Ed Lopez questioned whether the District should have a broader policy regarding reasonable accommodations and if that has been considered or planned. Chancellor Marshall stated that staff will research and provide information on the matter.

Once adopted by the Board of Trustees, the revised policies will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

Item 7.c: Board President Ryan Bent asked if there were any requests for potential future Board agenda items and there were none.

CLOSED SESSION: At 7:52 p.m., Board President Ryan Bent adjourned the meeting to closed session per the following sections of the Government Code and stated there would not be a readout.

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 54957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION:
CHANCELLOR**

RECONVENE MEETING: At 9:55 p.m., Board President Ryan Bent reconvened the meeting in open session.

ADJOURNMENT: At 9:55 p.m., it was moved by Trustee Jacqueline Rodarte and seconded by Trustee Stephen T. Blount to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, McClanahan, and Rodarte voting yes.**

Prepared By Recording Secretary for
Jacqueline Rodarte, Secretary, Board of Trustees