

# **Regular / Study Session Meeting Board of Trustees Coast Community College District**

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**Date:** Wednesday, March 16, 2011

**Location:** Coast Community College District  
Board Room  
1370 Adams Avenue  
Costa Mesa, California 92626

**Time:** 4:00 p.m. Closed Session  
5:00 p.m. Open Session

## **AGENDA**

- 1. Call to Order**
- 2. Roll Call**
- 3. Opportunity for Public Comment**

Members of the public have the opportunity to address the Board of Trustees on any item contained in this notice, before or during consideration of the item. Persons wishing to make comments are allowed 5-minutes. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board of Trustees prior to speaking.

- 4. Pledge of Allegiance – Trustee David A. Grant**
- 5. Opportunity for Public Comment**
- 6. Convene to Closed Session**

The following items will be discussed in Closed Session:

- A. Public Employment (Pursuant to Government Code 54957 (b)(1))  
Classified Staff
  - a. Benefit Technician

- B. Conference with Labor Negotiator (Pursuant to Government Code Section 54957.6)

Agency Negotiator: Deborah Hirsh, Vice Chancellor, Human Resources

Employee Organizations:

Coast Federation of Classified Employees (CFCE),

Coast Community College Association-California Teachers

Association/National Education Association (CCCA-CTA/NEA),

Coast Federation of Educators/American Federation of Teachers (CFE/AFT),

Unrepresented Employees: Association of Confidential Employees (ACE),

Unrepresented Employees: Coast District Management Association (CDMA),  
Educational Administrators

- C. Conference with Legal Counsel: Anticipated Litigation (Pursuant to sub-section "b" of Government Code Section 54956.9)

One Case: Claim filed by William Miles

**7. Reconvene to Open Session**

**8. Report of Action from Closed Session (if any)**

**9. Approval of Minutes**

After review by the Secretary of the Board of Trustees, it is recommended by the Board Clerk that the Minutes of the following meetings be approved:

Regular Meeting of February 16, 2011 and Regular Meeting of March 2, 2011.

**10. The Board Directives Log**

The Board Directives Log tracks requests made by the Board of Trustees. A copy of the Board Directives Log is available for review in the Board of Trustees' Office and at Board Meetings. The Board may take action pertaining to matters on the Log by adding, deleting, or modifying items.

**11. Approval of Clinical Contracts**

After review by District General Counsel, and the College President, it is recommended by the Chancellor that authorization be given to enter into an Agreement or Amendment with the following institutions relating to instructional programs within the Coast Community College District. The Board President, or designee, is authorized to sign the agreements, amendments, or any related documents, indicating approval by the Board of Trustees. (Only copies on non-standard agreements or amendments are attached to each Trustee's agenda)

## ORANGE COAST COLLEGE

### NEW AGREEMENTS

Women's Health Center  
Fountain Valley, CA  
Term: March 3, 2011 to March 1, 2016  
Compensation: None  
Standard Clinical Affiliation Agreement

Dr. Richard Mehren, DDS  
Newport Beach, CA  
Term: March 3, 2011 to February 1, 2016  
Compensation: None  
Standard Clinical Affiliation Agreement

Providence Speech and Hearing Center  
Orange, CA  
Term: March 3, 2011 to February 28, 2016  
Compensation: None  
Standard Clinical Affiliation Agreement

### RENEWAL ADDENDUM

Providence Health System, Southern California  
Torrence, CA  
Term: March 3, 2011 to November 30, 2012  
Compensation: None  
Non-Standard Clinical Affiliation Addendum  
This is to extend a current Agreement  
(See Attachment # 1)

Hoag Memorial Hospital Presbyterian  
Newport Beach, CA  
Term: March 17, 2011 to June 30, 2014  
Compensation: None  
Amendment One to Clinical Affiliation Agreement  
to add Culinary Arts Program to current  
list of programs on existing Agreement  
(See Attachment # 2)

**Fiscal Impact:** Students are required to obtain personal liability insurance during enrollment in an Allied Health program. The District shall provide professional liability insurance and Worker's Compensation insurance for each student participating in approved clinical rotations (For field experience agreements, the District provides only Worker's Compensation insurance). These District provided insurance coverages are in effect while the student is on-site at facility. The District realizes savings by utilizing off-campus clinical and field experience training facilities.

12. **Bid Tabulations and Award of Contract: Coastline Community College Newport Beach Learning Center, Increment 2; Bid No. 1992** (See Attachment # 3)
13. **Conceptual Approval of Funding Plan for the Construction of the Coastline College Newport Beach Learning Center** (See Attachment # 4)
14. **Curriculum Approval**  
(See Attachment # 5)

## ***STUDY SESSION***

- 15. **Vision 2020 Master Plan**  
(See Attachment # 6)
- 16. **District and College Organization – Changes and Plans**  
(See Attachment # 7)

## ***END STUDY SESSION***

### **17. Adjournment**

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Secretary of the Board of Trustees, (714) 438-4848, as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

**Regular Meeting**  
**Board of Trustees**  
**Coast Community College District**  
**District Board Room**

5:00 p.m. Closed Session, 6:30 p.m. Regular Meeting

February 16, 2011

**MINUTES**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on February 16, 2011 in the Board Room at the District Office.

**1.00 Preliminary Matters**

**1.01 Call to Order**

Board President Jerry Patterson called the meeting to order at 5:03 p.m.

**1.02 Roll Call**

Trustees Present: Jerry Patterson, Jim Moreno, Lorraine Prinsky, David Grant,  
Mary Hornbuckle and Student Trustee Lee Fuller (who joined the  
meeting at 6:30 p.m.)

Trustees Absent: None

**1.03 Public Comment (Closed Session – Items on Agenda)**

There were no requests to address the Board during Public Comment.

**1.04 Recess to Closed Session**

*Conducted in accordance with applicable sections of California law.  
Closed sessions are not open to the public.*

The Board recessed to Closed Session at 5:04 p.m. to discuss the following items:

**1.0 4.01 Public Employment** (Pursuant to Government Code 54957 (b) (1))

1. Faculty Special Assignments
2. Substitute Faculty
3. Full-time Faculty
4. Part-time Faculty
5. Educational Administrators
  - a. Interim Dean, Counseling and Special Programs
6. Classified Management
7. Classified Staff
8. Reclassification and Reorganization/Reassignment
9. Classified Temporary Assignments
  - a. Military Contract Educ Tech III
10. Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional Hourly Personnel
14. Student Workers

**1.04.02 Conference with Labor Negotiator**

(Pursuant to Government Code Section 54957.6)

Agency Negotiator: Deborah Hirsh, Vice Chancellor, Human Resources

Employee Organizations:

Coast Federation of Classified Employees (CFCE),  
Coast Community College Association-California Teachers Association/National  
Education Association (CCCA-CTA/NEA),  
Coast Federation of Educators/American Federation of Teachers (CFE/AFT),  
Unrepresented Employees: Association of Confidential Employees (ACE),  
Unrepresented Employees: Coast District Management Association (CDMA),  
Educational Administrators

**1.04.03 Conference with Legal Counsel: Existing Litigation**

(Pursuant to sub-section "a" of Government Code Section 54956.9)

Morgenstern v. Orange Coast College et al., Orange County Superior Court Case No. 30-2008-0019222

Jacobson v. Coast Community College District (Arbitration)

Coast Community College Association vs. Coast Community College District, PERB Case#LA-CE-54-36-E

Coast Community College District vs. MEP, Inc. et al., Orange County Superior Court Case No. 30-2010-00380564

NGB Enterprises vs. Coast Community College District, Orange County Superior Court Case No. 2010-00423404

Coast Community College Association vs. Coast Community College District (Arbitration)

Damian Rodriguez vs. George Phan et al., Orange County Superior Court Case No. 30-2011-00445563

#### **1.04.04 Conference with Legal Counsel: Anticipated Litigation**

(Pursuant to sub-section "c" of Government Code Section 54956.9)

Threatened Litigation by Janet Redding

#### **1.04.05 Public Employee Discipline/Dismissal/Release**

(Pursuant to sub-section "b" of Government Code Section 54957)

#### **1.04.06 Public Employee Performance Evaluation**

(Pursuant to Government Code Section 54957)

Position: Chancellor

#### **1.05 Reconvene Regular Meeting**

The meeting was reconvened to Open Session at 6:37 p.m.

#### **1.06 Pledge of Allegiance – Trustee Lorraine Prinsky, Board Clerk**

Trustee Lorraine Prinsky led the Pledge of Allegiance to the United States.

#### **1.07 Report of Action from Closed Session**

Dr. Christian Teeter, Secretary of the Board of Trustees, reported that on a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted unanimously to approve **Agenda Item 1.04.01 Public Employment** with the exception of the Tenure Track Advancement that will be returned to the March 3, 2011 Closed Session Agenda. (See Appendix pages 17-25)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle

No: None

Absent: None

Additionally, Dr. Teeter reported that on a motion by Mr. Patterson and seconded by Dr. Prinsky, the Board voted unanimously on **Item 1.04.02 Conference with Labor Negotiator**, to approve, in principle, a Memorandum of Understanding with the Coast Federation of Classified Employees (CFCE), which achieves proposed language giving a time window of March 3 – April 5, 2011, pertaining to Article 21 of the contract, to be submitted for ratification by the Board at the March 3, 2011 Board of Trustees' Meeting.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle

No: None

Absent: None

On a motion by Dr. Prinsky and seconded by Mr. Moreno, the Board also voted unanimously **on Item 1.04.02 Conference with Labor Negotiator** to approve a Memorandum of Understanding with the Coast Federation of Educators (CFE) regarding overload assignments.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

#### **1.08 Public Comment (Open Session – Items on Agenda)**

There were no requests to address the Board during Public Comment.

#### **1.09 Presentations, Ceremonial Resolutions and Public Hearings**

##### **1.09.01 Public Hearing – Coast Federation of Educators/American Federation of Teachers (CF/AFT – Local 1911) Initial Proposal to Negotiate the Agreement between the Coast Federation of Educators/American Federation of Teachers (CFE/AFT – Local 1911) and the Coast Community College District**

The Public Hearing was opened by Trustee Patterson at 6:38 p.m. As there was no testimony, Mr. Patterson closed the Public Hearing at 6:39 p.m.

#### **2.00 Informative Reports**

*(Oral reports shall be limited to a maximum of three minutes. If requested and provided to the Board during the oral report, a written report shall be included as part of the public record. These reports generally will cover issues such as past and upcoming activities, student enrollment, budgetary issues, student concerns, and employee concerns)*

##### **2.01 Report from the Chancellor**

Dr. Ding-Jo H. Currie, Chancellor, provided a report to the Board.

##### **2.02 Reports from the Presidents**

The following college presidents or designee provided reports to the Board:

Christine Nguyen on behalf of Dr. Loretta Adrian, Coastline Community College  
Rich Pagel on behalf of Dr. Dennis Harkins, Orange Coast College  
Wes Bryan, Golden West College

##### **2.03 Reports from the Officers of Student Government Organizations**

The following representatives provided reports on behalf of the student government organizations:

Lisa Okamoto, ASG President, Coastline Community College  
Michael Knotts on behalf of David Salai, ASG President, Golden West College  
John Gabler on behalf of Catherine Tran, ASG President, Orange Coast College



## **2.04 Reports from the Academic Senate Presidents**

The following Academic Senate Presidents or designee provided reports to the Board:

Vesna Marcina, Orange Coast College (OCC) Academic Senate President  
Theresa Lavarini, Golden West College (GWC) Academic Senate President  
Nancy Jones, Coastline Community College (CCC) Academic Senate President

## **2.05 Reports from Employee Representative Groups**

There were no reports by the Employee Representative Groups.

## **2.06 Reports from the Board of Trustees**

Board members provided individual reports.

## **2.07 Reports from the Board Committees & Review of Board Committee Meeting Dates**

The Board reviewed the dates of the upcoming Board Committee meetings, and provided updates on committee activities and meetings.

## **2.08 Report from the Career Technical Education Committee Chair, Trustee Jim Moreno**

Trustee Moreno presented a report from the Career Technical Education Committee.

## **2.09 Review of Internal Audit Report**

Richard Kudlik, Director of Internal Audit Services, provided a review of the Internal Audit Report.

## **3.00 Matters for Review, Discussion and/or Action**

### **3.01 Board Meeting Dates**

The Board reviewed the scheduled Board Meeting dates for FY 2010/2011 as presented in the February 16, 2011 Agenda.

### **3.02 Meetings and Conferences of the American Association of Community College (AACC) Association of Community College Trustees (ACCT) & California Community Colleges League (CCLC)**

The Board reviewed the scheduled meeting and conferences dates for the AACC, ACCT, and the CCLC.

### **3.03 Opportunity for the Board to Review the Board Directives Log**

The Board reviewed and discussed the items on the Board Log. On a motion by Dr. Prinsky and seconded by Mr. Moreno, it was requested that an item be added to the Board Log to report efforts made to increase student success in the Coast Community College District. This item will be due at the May 18, 2011 Board of Trustees' Meeting.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

### **3.04 Review of Buildings and Grounds Reports**

The Board reviewed and discussed the Buildings and Grounds Reports as presented in the February 16, 2011 Agenda.

### **3.05 Opportunity for the Board of Trustees to Discuss Proposed New Policy BP 2228 (010-2-28), Board of Trustees' Audit and Budget Committee and deletion of BP 2221 (010-2-16) Board of Trustees' Audit Committee and BP 2226 (010-2-26) Board of Trustees' Budget Committee**

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to move this item to the Action Section of the March 2, 2011 Agenda.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

### **3.06 Opportunity for Review of the Coast Community College District Revised Board Policies Website Page**

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to accept the revised Board Policy numbering system and authorized placement of the new policy format on the Board of Trustees' web page.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

### **Consent Calendar**

**Item 11.01 DIS – Personnel Items a) Acceptance of Resignations and/or Layoffs, Exhaustion of Benefits and Terminations Item, Brent Theobald, and Item 12.02 DIS – Independent Contractors, contract for Liebert Cassidy Whitmore,** were pulled from the Consent Calendar. On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board approved the balance of the Consent Calendar, incorporating revisions to the Beeson, Tayer and Bodine, APC contract.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

On a motion by Ms. Hornbuckle and seconded by Mr. Fuller, the Board approved **Item 12.02 DIS – Independent Contractors, the Liebert Cassidy Whitmore contract.**

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

## **Action Section**

### **17.0 Action Items – Approval of Agreements**

#### **17.01 DIS - Approve Agreement between KJLA, LLC, a Delaware Limited Liability Company and the Coast Community College District for Licensing of Space at the La Habra Heights Broadcasting Facility**

It was moved by Mr. Moreno and seconded by Dr. Prinsky to approve the Agreement between KJLA, LLC and Coast Community College District. The agreement outlines the responsibilities of both parties. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Review and Impact:** Gross Income of \$18,000 per year

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

#### **17.02 DIS - Approve Non-Standard Agreement between ImPACT Applications, Inc. (Immediate Post-Concussion Assessment and Cognitive Testing) and the Coast Community College District to Provide Computer Software for Clinical Management of Sports-Related Concussion Assessment**

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle to approve the Non-Standard Agreement with ImPACT Applications, Inc. The Board President, or its designee, is authorized to accept the Terms and Conditions, and sign any related documents indicating approval by the Board of Trustees.

**Fiscal Impact:** \$1000.00 costs, to be paid by District Risk Management Mitigation Funds, for this one-year agreement.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

#### **17.03 DIS - Approval of Employment Agreement, Interim Dean, Counseling & Special Programs, CCC**

It was moved by Dr. Prinsky and seconded by Ms. Hornbuckle to approve the employment agreement with William Kerwin, to serve as Interim Dean, Counseling & Special Programs, CCC, effective March 1, 2011 through August 31, 2011. Compensation to be \$10,005.83 per month based on the appropriate step placement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**17.04 DIS - Authorization for Approval of Revised Addendum No. 2 to URS Corporation Construction Management Agreement; Golden West College Learning Resource Center**

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to approve Addendum No. 2 to the URS Construction Management Agreement for the Golden West College Learning Resource Center project.

**Fiscal Impact:** Additional \$769,936.81 (Measure C- General Obligation Bond Fund)  
Master Plan Approved Project  
GWC Learning Resource Center.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**17.05 GWC - Approve Non-Standard Agreement between Institute of Reading Development and the Coast Community College District to Teach a Series of Reading Enrichment Programs**

It was moved by Mr. Moreno and seconded by Dr. Prinsky to approve the agreement between Institute of Reading Development and the Coast Community College District to teach a series of reading enrichment programs, from February 17, 2011 through December 31, 2011. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Impact:** Institute of Reading Development to remit 10% of gross tuition revenues to GWC Community Services. The Institute will provide and pay for all materials and instruction for the Programs.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**17.06 GWC - Approve Amendment to Non-Standard Agreement between Commission on Peace Officers and Standards Training (POST) and the Coast Community College District for Legal Update Training of California Law**

It was moved by Mr. Fuller and seconded by Ms. Hornbuckle to approve the amendment to the agreement between Commission on Peace Officers and Standards Training and the Coast Community College District for legal update training of California law, from July 1, 2010 through June 30, 2011. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Impact:** Income of \$314,000 to NMC Auxiliary funds.

(Revision is to include additional duties and to increase the amount of income. Previous Board action: 7/21/10.)

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**17.07 OCC - Approve Agreement between the Clarus Corporation and the Coast Community College District for the Purpose of Conducting an Internal and External Communications Audit**

It was moved by Mr. Fuller and seconded by Mr. Moreno to approve the Agreement between Clarus Corporation and the Coast Community College District for the purpose of conducting an internal and external communications audit for Orange Coast College, with the addition of a cap of \$1,200 for Consultant Travel. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Impact:** Orange Coast College to fund \$5,000.00 from General Fund and \$5,000.00 from Ancillary Funds

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**17.08 OCC - Approve Agreement between the Core Performance Concepts Inc. and the Coast Community College District for the Purpose of Teaching Effective Project Management Training Course Offered by Orange Coast College**

It was moved by Dr. Prinsky and seconded by Ms. Hornbuckle to approve the Agreement between Core Performance Concepts Inc. and the Coast Community College District for the purpose of offering Effective Project Management Training available to the community. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Impact:** Orange Coast College Community Education to receive revenue from this contract through participant registrations.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**18.00 Buildings and Grounds Approvals**

# **18.01 DIS - Bid Tabulations and Award of C-Arm X-Ray System for the Orange Coast College (ABC Building); Bid No. 1991**

It was moved by Ms. Hornbuckle and seconded by Mr. Fuller to award Bid 1991 to Siemens Medical Solutions, USA, Inc. Bid results, as shown below, include tax:

<b>1. Siemens Medical Solutions</b>	<b>\$121,551.33</b>
51 Valley Stream Parkway, Malvern, PA 19355	
2. Phillips Medical Systems	No Bid
3. GE Healthcare	No Bid
4. Toshiba America Medical	No Bid
5. Freedom Imaging	No Bid

**Fiscal Impact:** **\$121,552.00** Measure C – General Obligation Bond Fund,08/09 State Capital Outlay  
Master Plan Approved Project  
OCC Science Facilities  
OCC New Consumer Health & Science Building – New Construction  
(OCC ABC Building)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

## **19.00 General Items of Business**

### **19.01 CCC - Authorization for Coastline Community College to Conduct a Short-term Study Abroad Program in Italy during Summer 2012**

It was moved by Mr. Fuller and seconded by Ms. Hornbuckle to enter into a standard travel contractor agreement to conduct a program in Italy during Summer 2012. Jane Bauman, full-time instructor, and John Clark and Lynn Torrini, part-time instructors, will serve as faculty. All logistical arrangements will be handled by ACCENT International Consortium for Academic Programs Abroad.

**Fiscal Impact:** No cost to the District. No replacement costs for faculty assigned to program. All payments by trip participants for travel services shall be made to the travel contractor. Travel contractor shall account to Coast Community College District for the total cost of the trip.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

### **19.02 DIS - Approval of Chancellor Recruitment Process**

**a. Approval of Agreement with Association of Community College Trustees to perform Search Consultant Services for the 2011 Chancellor Recruitment Process.**

It was moved by Mr. Fuller and seconded by Ms. Hornbuckle to approve the Agreement with Association of Community College Trustees to perform Search Consultant Services for the 2011 Chancellor Recruitment Process.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**b. Formation of Search Committee Membership for Chancellor Recruitment 2011**

Pursuant to Board Policy 7909 (050-1-17), Search and Selection of the Coast Community College District Executive Management Employees, the Search Committee for the position of Chancellor consists of the following stakeholder groups and representatives they select.

- ~ Two Board Members appointed by the Board of Trustees - Trustee Jerry Patterson, Board President and Trustee Lorraine Prinsky, Board Clerk
- ~ One community member appointed by the Board of Trustees - Pending
- ~ One College President appointed by the Chancellor or Board of Trustees - Wes Bryan, Golden West College
- ~ Three Academic Senate representatives appointed by the Senates of the three colleges. Theresa Lavarini, or designee for Golden West College, Nancy Jones for Coastline Community College and Patrick Coaty for Orange Coast College.
- ~ One Student Trustee or Designee - Student Trustee Lee Fuller
- ~ One representative of Coast Federation of Classified Employees (CFCE) appointed by CFCE - Ann Nicholson
- ~ One representative of Coast Federation of Educators (CFE) appointed by CFE - Dean Mancina
- ~ One representative of Coast Community College Association/California Teachers Association (CCCA/CTA) appointed by CCCA/CTA - Dr. Barbara Price
- ~ One administrative representative appointed by Coast District Management Association (CDMA) - Vince Rodriguez
- ~ One Confidential employee appointed by the Confidential employees – Christina Irvin

TOTAL: 13 members

Advisor: Vice Chancellor, Human Resources or designee of the Board of Trustees

**c. Appointment of Community Representative for Chancellor Search Committee**

It was moved by Mr. Patterson and seconded by Mr. Moreno to appoint Bonnie Bruce as Community Representative for the Chancellor Search Committee.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**19.03 DIS - Appoint Task Force to Review Board of Trustees' Policies**

It was moved by Mr. Fuller and seconded by Mr. Moreno to appoint Board Clerk Prinsky and Vice President Moreno as a Board Task Force to review General Counsel's memorandum dated January 28, 2011 on outdated or nonexistent Board Policies that have legal risk urgency. Task Force will establish a priority of consideration and refer to

Chancellor's task force those that require participatory governance procedures. Task Force is to draft all Board Policies that do not require participation, and bring policies to the full Board for consideration with all due diligence.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**19.04 DIS - Approval of Contractors for FY 2010-2011 Pursuant to District's Standard Annual Agreement for Contractor Services**

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to approve the following contractors for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 2010-2011. These contractors have or will complete the District's Standard Annual Agreement for Contractor Services prior to the performance of services. Prior to authorizing these services, the District will obtain competitive pricing quotes from the contractor(s). If selected to perform the quoted services, the contractor will send an invoice to the District based upon the agreed-upon price.

The Board President or designee is authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees.

Eckert and Associates  
12606 Sanford Street  
Los Angeles CA 90066

Allison Mechanical  
1968 Essex Court  
Redlands CA 92373

Rodriguez Engineering  
1411 N. Batavia Street Suite 121  
Orange CA 92867

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**19.05 DIS - Authorization to Purchase a Hewlett Packard (HP) Computer Server to Upgrade Orange Coast College's Technology Infrastructure using the Western States Contracting Alliance (WSCA) Master Price Agreement from CompuCom Systems, Inc.**



It was moved by Ms. Hornbuckle and seconded by Mr. Patterson to authorize the Purchasing and Accounts Payable Manager to issue purchase orders for a HP computer server using the WSCA Master Agreement from CompuCom Systems Inc, in the best interests of the District.

**Fiscal Review and Impact:** NTE \$220,584.00 (General Funds)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

At this time, President Patterson moved **Item 22.01 DIS – Adoption of Policy BP 3600 (040-16-1) Auxiliary Organizations** and **Item 19.07 DIS – Appointment of Trustee Representatives to Serve as Liaisons to District Auxiliary Organizations** forward.

**22.01 DIS - Adoption of Policy BP 3600 (040-16-1) Auxiliary Organizations**

It was moved by Mr. Fuller and seconded by Mr. Moreno to adopt Policy BP 3600 (040-16-1) Auxiliary Organizations.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**19.07 DIS - Appointment of Trustee Representatives to Serve as Liaisons to District Auxiliary Organizations**

It was moved by Mr. Patterson and seconded by Mr. Moreno to appoint the following Trustee Representatives to serve as liaisons to District Auxiliary Organizations for Calendar Year 2011:

Coastline Community College Foundation – Trustee Mary Hornbuckle  
Coast Community College District Enterprise Corporation – Trustee Jerry Patterson  
Coast Community College District Foundation – Trustee Jim Moreno  
Golden West College Foundation – Trustee David Grant  
Orange Coast College Foundation – Trustee Lorraine Prinsky

The Secretary of the Board of Trustees was directed to notify the Executive Director/President of each auxiliary organization of the respective liaison appointment of the Board of Trustees.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**19.06 DIS - Appointment of Trustee to Participate in Shareholders Meetings of the Enterprise Corporation**

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to appoint Trustee Jerry

Patterson to participate in any regular or special Shareholders' Meetings of the Enterprise Corporation through December 31, 2011, and to authorize him to vote by proxy on behalf of the District at any such meeting, including voting for members of the Board of Directors of the Enterprise Corporation. The Board also may establish parameters and provide direction to the appointed Trustee.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

## **20.00 Resolutions**

### **20.01 Revision of Resolution # 11-04 to Establish Nonresident Tuition Fee, 2011/2012**

It was moved by Mr. Fuller and seconded by Ms. Hornbuckle to approve the Revision of Resolution # 11-04 to Establish Nonresident Tuition Fee, 2011/2012

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

### **20.02 Resolution # 11-06 Authorizing Payment for Trustee Absent from Board Meeting**

It was moved by Mr. Moreno and seconded by Dr. Prinsky to adopt Resolution #11-06 authorizing payment to Student Trustee Fuller who was absent from the Special Meeting on February 5, 2011.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

### **20.03 Resolution # 11-07 to Adopt September to December 2010 Budget Transfers**

It was moved by Ms. Hornbuckle and seconded by Mr. Fuller to adopt Resolution #11-07 to adopt September to December 2010 Budget Transfers.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

### **20.04 Resolution #11-08 to Increase Income and Expenditure Budget for 2010-2011**

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to adopt Resolution #11-08 to increase Income and Expenditure Budget for 2010-2011.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

## **21.00 Approval of Minutes**

### **21.01 Approval of Minutes**

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky that the following minutes be approved:

Regular Meeting of January 19, 2011  
Special Meeting of February 2, 2011  
Regular Meeting of February 2, 2011

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

## **22.00 Policy Implementation**

### **22.02 OCC - Adoption of Revised Policies BP 6701 (040-2-1) Use of Facilities and BP 6702 (040-2-1.1) Usage Fees for Facilities and/or Equipment Coastline - Golden West – Orange Coast**

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to adopt Revised Policies BP 601 (040-2-1) Use of Facilities, and BP 6702 (040-2-2.1) Usage Fees for Facilities and/or Equipment, Coastline – Golden West – Orange Coast.

**Fiscal Impact:** Increase revenue to support campus public safety department and maintenance of parking areas.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

### **23.01 Public Comment (Items Not on the Agenda)**

There were no requests to address the Board during Public Comment.

#### **Recess to Closed Session**

The Board recessed to Closed Session at 8:55 p.m.

#### **Reconvene Regular Meeting**

The Board reconvened to the Regular Meeting at 10:40 p.m.

## **Report of Action from Closed Session**

Dr. Teeter reported that on a motion by Mr. Patterson and seconded by Mr. Grant, regarding Item **1.04.03 Conference with Legal Counsel, Existing Litigation**, the Board voted unanimously to defend the District in the litigation in Damian Rodriguez vs. George Pham et al.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

## **23.00 Close of Meeting**

### **23.02 Adjournment**

There being no further business, it was moved by Mr. Moreno and seconded by Ms. Hornbuckle that the meeting be adjourned.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

The meeting was adjourned at 10:42 p.m.

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Secretary of the Board of Trustees

**Appendix**

Page

**A.**      Public Employment Report.....17-25

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## 1. Faculty Special Assignments

It is recommended that authorization be given for the following special assignments grouped by operation cost center. Board approved, contractual special pay rates listed below by pay type as follows: LOV = Librarian Overload, OVR = Overload, MTM = Full Time Certificated Instructional Misc. Teaching Rate, MTA = Part Time Misc. Teaching Rate, IUM = Full Time Certificated Instructional Unit Assistant, IUH = Part Time Certificated Instructional Unit Assistant, EXM = Full Time Certificated Extra Pay, EXH = Part Time Certificated Extra Pay, UNT = Part Time Certificated Unit Regular, PDM = Full Time Certificated Per Diem, PDH = Part Time Certificated Per Diem, INT = Intersession, SMM = Full Time Certificated Summer, SMH = Part Time Certificated Summer, ACS = Academic Senate.

### COASTLINE COLLEGE

#### HIRING COMMITTEE FOR COORDINATOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Amitoe'lau, Sylvia	02/16/11	06/30/11	PDH	\$29.46

#### GUITAR MUSIC FOR FACULTY ART EXHIBITION RECEPTION

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Farr, Jon	03/25/11	03/25/11	PDH	\$29.46

#### HIRING COMMITTEE FOR MANAGER

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Worden, Mark	02/17/11	06/30/11	PDH	\$29.46

#### CURRIC-UNET DEVELOPMENT MEETINGS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Johnson, Daniel	06/23/10	08/12/10	EXM	\$43.55	\$304.85
Lovig, Margaret	06/23/10	08/12/10	EXM	\$43.55	\$304.85

Justification: Paperwork misplaced due to the retirement of a staff member

### GOLDEN WEST COLLEGE

#### LIBRARY FACULTY COORDINATOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Berman, Susan	01/31/11	05/29/11	EXM	\$43.55	\$4542.13

Justification: Dept forgot to process paperwork

#### INVITATIONAL DANCE CONCERT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Hendrix, Jeffrey	02/18/11	02/19/11	PDH	\$29.46	\$299.96

#### PEDIATRIC SIMULATION SCENARIOS FOR NURSING PROGRAM

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Thach, Amy	02/17/11	05/29/11	EXM	\$43.55	\$4000.00

#### SCIENCE OLYMPIAD

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Bernard, Phillip	03/01/11	03/04/11	PDH	\$29.46
Goldstick, Deborah	03/01/11	03/04/11	PDH	\$29.46
Green, Katherine	03/01/11	03/04/11	EXM	\$43.55
Kaliski, Lucy	03/01/11	03/04/11	PDH	\$29.46
Kelly, Darla	03/01/11	03/04/11	EXM	\$43.55
Kubis, Thomas	03/01/11	03/04/11	EXM	\$43.55
Lamantia, Mary	03/01/11	03/04/11	EXM	\$43.55
Miller, Stephen	03/01/11	03/04/11	EXM	\$43.55
Speakman, Theresa	03/01/11	03/04/11	EXM	\$43.55
Vail, Travis	03/01/11	03/04/11	EXM	\$43.55
Wimmer, Ronda	03/01/11	03/04/11	PDH	\$29.46
Wolzinger, Renah	03/01/11	03/04/11	PDH	\$29.46

ORANGE COAST COLLEGE  
HIGH SCHOOL & COMMUNITY COURSES

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Kubiak, Renee	02/17/11	02/28/11	EXM	\$200.00	\$200.00

CCA UNION ACTIVITIES

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Price, Barbara	01/31/11	06/30/11	EXH	\$29.46

Justification: Received paperwork late

Overload assignments for the following evening counselors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **01/31/11 to 05/29/11** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

OCC

<u>Name</u>	<u>LHE</u>
Plum, Caryn	3.00

Justification: Full time faculty went on medical leave

Overload assignments for the following instructors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **01/31/11 to 05/29/11** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

GWC

<u>Name</u>	<u>LHE</u>
Johnson, Leilani	4.33

Justification: Class schedule revised

Terry, Russell	3.37
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Justification: Previous instructor cancelled

Watkins, Derrick	6.00
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Justification: Dept forgot to process paperwork

## 2. Substitute Faculty

It is recommended that the following individuals be appointed as substitutes, as defined by California Ed Code 87480, appointments not to exceed 20 working days, and subject to Board policies governing such appointments, to be paid \$44.36/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered the 2010-11 academic year.

Coastline College

Adler, Roberta  
 Mann, Claire

Golden West College

DiGiovanni, Elizabeth  
 Hostetter, Darren  
 Janke, Kelly  
 Manlowe, Melinda  
 McPherson, Deborah  
 Wegter, Rachel

## 3. Full time Faculty

In accordance with Board policies and procedures, the following academic staff are recommended for

appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Assignments are only for the time period specified or the hours per week as stated (multiple statements indicate two or more separate assignments). Salary placement may be revised upon presentation of evidence of additional education and/or experience:

#### Faculty Temporary Appointments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Plcmt</u>
Plum, Caryn	OCC	Temp Counselor (1 semester)	01/31/11	Q-II-07

Justification: FT faculty on medical leave at last minute

#### **4. Part time Faculty**

##### SPRING

Assignments during the period **01/31/11-05/29/11** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

##### Coastline College

<u>Name</u>	<u>LHE</u>
Akamine, Karen	5.498

Justification: Original instructor was unable to teach the class

Anderson, Rachel	3.000
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Justification: Additional class added to accommodate Credits for College Program

Bhattacharyya, Debaprasad	3.000
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Justification: Original instructor was unable to teach the class

Buirice, Jeremy	
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Justification: Added to accommodate Early College High School students

Chhun, Surya	5.250
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Justification: Late paperwork due to replacement of instructor

Flores, Robert	3.000
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Justification: Additional class added to accommodate Credits for College Program

Forsgren, Kristy	6.500
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Justification: Added class to accommodate enrollments

Garcia, Eric	3.000
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Justification: Added to accommodate Early College High School students

Ho-Chen, Jennifer	5.250
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Justification: Late paperwork due to replacement of instructor

James, Scott	6.000
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Justification: Additional class added to accommodate Credits for College Program

Jereb, Claudia	1.125
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Justification: Last minute determination to add class to accommodate students

Magrann, Tracey	6.500
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Justification: Late paperwork due to replacement of instructor

Mielke, Tammy	3.000
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Justification: Added to accommodate Early College High School students

Mielke, Tammy	3.000
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Justification: Additional class added to accommodate Credits for College Program

Oelstrom, Jeanne	3.000
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Justification: Original instructor was unable to teach the class

Porter, Pamela	
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Justification: Original instructor was unable to teach the class

Proppe, Jean	6.000
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Justification: Additional class added to accommodate Credits for College Program

Reyes, Jesus	5.250
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Justification: Added class to accommodate enrollments

Roche, Joshua	3.750
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Justification: Original instructor was unable to teach the class



Rutledge, Darius 6.000  
 Justification: Additional class added to accommodate Credits for College Program  
 Sims, Pamela  
 Justification: Original instructor was unable to teach the class  
 Vu, Minh 3.750  
 04/04/11-05/29/11  
 Walker, Heather 6.000  
 Justification: Additional class added to accommodate Credits for College Program

Golden West College

<u>Name</u>	<u>LHE</u>
Aispuro, Enrique	3.750
Justification: Due to scheduling conflict	
Bright, Rhonda	8.480
Justification: Loadsheet misdirected	
Chan, Dennis	6.500
Justification: Loadsheet misdirected	
Chang, Wayne	4.500
Justification: New hires processed papers late	
Cohen, Herbert	4.750
Justification: Schedule changes	
Crachiolo, Sarah	3.000
Justification: Newly created sections	
Daniels, Karen	8.670
Justification: Loadsheet misdirected	
Davidson, Tina	8.670
Justification: Loadsheet misdirected	
Davis, Nadine	2.000
Justification: Loadsheet misdirected	
Fields, Tami	1.630
Justification: Schedule changes	
Forster, Joshua	6.250
Justification: New hires processed papers late	
Foster, Lara	6.000
Justification: Newly created sections	
Garcia, Anthony	6.250
Justification: New hires processed papers late	
Gonzalez, Juan	6.312
Justification: New hires processed papers late	
Grint, Jayne	7.500
Justification: Load sheet misdirected	
Hall, Andrew	3.000
Justification: Loadsheet misdirected	
Hitchner, Thomas	4.000
Justification: Newly created sections	
Lee, Doyle	4.630
Justification: Schedule changes	
McCallum, Douglas	8.670
Justification: Loadsheet misdirected	
Miller, Alice	7.500
Justification: New hires processed papers late	
Miner, Robert	5.380
Justification: Schedule changes	
Moreland, Eddie	9.500
Justification: Schedule changes	
Odonnell, Ruth	8.500
Justification: Schedule changes	
Orwig, Bernice	9.000
Justification: Schedule changes	

Pasquale, Paulette	9.710
Justification: Loadsheet misdirected	
Rae, Caroline	8.480
Justification: Loadsheet misdirected	
Rojas, Cheryl	8.480
Justification: Schedule changes	
Rudd, Marty	5.500
Justification: New hires processed papers late	
Shoar, Peggita	4.500
Justification: Schedule changes	
Simpson, Matthew	9.255
Justification: Assignment papers printed late	
Stansbury, Charles	6.755
Justification: Assignment papers printed late	
Strong, Margaret	3.000
Justification: Schedule changes	
Switzer, Barbara	8.480
Justification: Loadsheet misdirected	
Toffler, Betsy	4.000
Justification: Schedule changes	
Tran, Thi	6.500
Justification: Loadsheet misdirected	
Tran, Vinh	4.500
Justification: Loadsheet misdirected	
Widman, Kris	8.480
Justification: Loadsheet misdirected	

#### Orange Coast College

<u>Name</u>	<u>LHE</u>
Barienbrock, Nadia	1.500
Justification: Rehire employee processed paper late	
Civen, Isobel	5.500
Justification: New hire employee processed paper late	
Fernandez, Juan	5.370
Justification: Rehire employee processed paper late	
Grover, Rashmi	3.000
Justification: Replacements for original instructor	
Janas, Diane	3.000
02/22/11-05/29/11	
Jones, Joyce	7.500
Justification: Replacements for original instructor	
Kimball, Donald	5.250
Justification: Replacements for original instructor	
Markle, Gwynn	6.000
Justification: Due to assigning class section to available instructor	
Modica, Joseph	4.583
Justification: New hire employee processed paper late	
Ochoa, Patrick	6.500
Justification: Division office delay re-location to new ABC building	
Perez, Jose	2.000
Justification: Rehire employee processed paper late	
Radovic, Anna	2.250
Justification: Rehire employee processed paper late	
Reinemann, Christine	9.000
Justification: Replacements for original instructor	
Sarzynski, Kerri	1.900
Justification: Rehire employee processed paper late	
Sarzynski, Kerri	1.900
Justification: New hire processed paper late	

## 5. Educational Administrator

In accordance with Board policies and procedures, the following academic administrative staff are recommended for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed.

### Interim Educational Administrator

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Term</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Kerwin, William	CCC	Interim Dean, Counseling and Special Programs	03/01/11 to 08/31/11	D-32-05	4-C-11

## 6. Classified Management

None.

## 7. Classified Staff

None.

## 8. Reclassification and Reorganization/Reassignment

None.

## 9. Classified Temporary Assignments

It is recommended that authorization be given for the following changes for Classified Staff working temporarily Out of Class (minimum of 7.5% differential):

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Hayes, Laura	CCC	Military Cont Educ Tech Inter	Military Cont Educ Tech III	02/17/11	05/17/11	E-48-04

## 10. Hourly Staff

It is recommended that authorization be given for the following hourly personnel appointments in the performance of noncertificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling noncertificated substitute services for classified employees temporarily absent, no assignment to exceed 160 working days pursuant to provisions of AB500 and the Agreement between the Coast Community College District and the Coast Federation of Classified Employees. (Please note: Budget numbers 110+ are General Fund; 12+ are Categorical or Grant Funds and 8+ indicates Ancillary Funds.)

EXTEND is noted when an already approved assignment has an extended end date.

Hourly/Temporary/Clerical/Secretarial, to provide clerical support including handling correspondence, maintaining files, answering phones, preparing reports and responding to public inquiries in one or more of the following campus and/or division offices: Instruction, Student Services or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Wong, Eimei	OCC	02/18/11	06/30/11	110001-240400	M,T,W,TH,F

Hourly/Temporary/Instructional/Research Assistant, to provide instructional support services to faculty and instructional divisions by assisting with pre-class preparations, maintaining various school records, scoring tests, tutoring, and coordinating instructional materials or equipment in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Dono, Josh	OCC	02/17/11	06/30/11	812035-210802	M,T,W,TH,F
Gerber, Harmony	OCC	02/17/11	06/30/11	812035-210402	M,T,W,TH,F
Knotts, Michael	GWC	02/17/11	06/30/11	813005-381203	M,T,W,TH,F
Rodriguez, Dulce	OCC	02/17/11	06/30/11	812001-201592	M,T,W,TH,F
	OCC	02/17/11	06/30/11	110001-201591	M,T,W,TH,F
	OCC	02/17/11	06/30/11	120176-251030	M,T,W,TH,F
	OCC	02/17/11	06/30/11	120176-251035	M,T,W,TH,F

Hourly/Temporary/Service/Maintenance, to perform a variety of semi-skilled maintenance, janitorial and repair work on campus buildings, equipment and facilities in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Abgaryan, Natalia	OCC	02/17/11	06/30/11	812020-205401	M,T,W,TH,F
Chang, Lawrence	OCC	02/17/11	06/30/11	127005-258900	M,T,TH
Lockridge, Colin	OCC	02/17/11	06/30/11	812020-205401	M,T,W,TH,F
Martinez, Ana	OCC	02/17/11	06/30/11	812020-205401	M,T,W,TH,F
Martinez, Maribel	OCC	02/17/11	06/30/11	110001-285201	M,W,F
Perez, Diocelina	OCC	02/17/11	06/30/11	812020-205401	M,T,W,TH,F
Rosales, Maria	OCC	02/17/11	06/30/11	812020-205401	M,T,W,TH,F
Saracini, Laura*	OCC	01/03/11	06/30/11	812035-281201	M,T,W,TH,F
Varela, Rebecca	OCC	02/17/11	06/30/11	812020-205401	M,T,W,TH,F

\*Justification: Staff shortage

Hourly/Temporary/Technical/Paraprofessional, to provide specialized and/or skilled technical support in such areas as classroom interpretation, computer operations, on-line editing, proctoring or special program research in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Martinez, Kristin	CCC	02/17/11	05/30/11	110001-802301	M,T,W,TH,F
Myers, Darya	GWC	02/18/11	05/30/11	110001-347151	M,T,W,TH,F

Hourly/Temporary Substitutes, pursuant to Section 7.2(A) of the Agreement between the Coast Community College District and the Coast Federation of Classified Employees, to take the place of a bargaining unit employee who is ill or on leave of absence for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Preciado, Anna	CCC	12/01/10	06/30/11	110001-849130	M,T,W,TH,F
Surgenor, Kathleen	DIST	02/09/11	06/30/11	110001-986310	M,T,W,TH,F

## 11. Substitute Classified

It is recommended that authorization be given for the following hourly Substitutes, on call, as needed to perform noncertificated substitute services for classified employees temporarily absent from departments which have state mandated coverage requirements, or which perform services directly related to the safety and maintenance of the campuses.

Orange Coast College  
Kleckner, Cori

## 12. Clinical Advisors/Summer

None.

## 13. Medical Professional Hourly Personnel

None.

## 14. Student Workers

It is recommended that authorization be given for the following hourly employment of either full time students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services.

Golden West College  
Gonzalez, Felipa  
Mohamed, Yehya

Orange Coast College

Awadalla, Abanob  
Baumgartner, Jacob  
De Berry, Ethan  
Gomis, Alexandre  
Hage Hassan, Dana  
Lam, Huy  
Le, Hoang  
Molen, Stephen  
Phan, Yen  
Schreiber, Shana  
Valdez, Teresa

**Regular Meeting**  
**Board of Trustees**  
**Coast Community College District**  
**District Board Room**

5:00 p.m. Closed Session, 6:30 p.m. Regular Meeting

March 2, 2011

**MINUTES**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on March 2, 2011 in the Board Room at the District Office.

**1.00 Preliminary Matters**

**1.01 Call to Order**

Board President Jerry Patterson called the meeting to order at 5:00 p.m.

**1.02 Roll Call**

Trustees Present: Jerry Patterson, Jim Moreno, Lorraine Prinsky, David Grant,  
and Mary Hornbuckle and Student Trustee Lee Fuller (who both  
joined the meeting at 6:30 p.m.)

Trustees Absent: None

**1.03 Public Comment (Closed Session – Items on Agenda)**

There were no requests to address the Board during Public Comment.

**1.04 Recess to Closed Session**

*Conducted in accordance with applicable sections of California law.  
Closed sessions are not open to the public.*

The Board recessed to Closed Session at 5:02 p.m. to discuss the following items:

**1.0 4.01 Public Employment** (Pursuant to Government Code 54957 (b) (1))

1. Faculty Special Assignments
2. Substitute Faculty
3. Full-time Faculty
4. Part-time Faculty
5. Educational Administrators
6. Classified Management
  - a. Mgr. Contract Educ. Prog. Development & Services
7. Classified Staff
  - a. Military/Contr. Educ. Program Coordinator
8. Reclassification and Reorganization/Reassignment
  - a. Computer Operator, Lead
9. Classified Temporary Assignments
  - a. Env Health & Safety Spec, Sr
  - b. Special Assignment
  - c. Information Sys Tech II
  - d. Clerk, Sr
  - e. Sys/Network Analyst II
  - f. Special Assignment
  - g. Staff Aide
  - h. Staff Assistant
  - i. Admin Assist to the Vice President
  - j. Web/Multimedia Programmer
  - k. Staff Assistant
  - l. Coordinator of Community Services
  - m. Student Financial Aid Coordinator
  - n. Application Project Coordinator
  - o. Staff Specialist
  - p. Child Care Eligibility Specialist
10. Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional Hourly Personnel
14. Student Workers

**1.04.02 Conference with Labor Negotiator**

(Pursuant to Government Code Section 54957.6)

Agency Negotiator: Deborah Hirsh, Vice Chancellor, Human Resources

Employee Organizations:

Coast Federation of Classified Employees (CFCE),  
Coast Community College Association-California Teachers Association/National Education Association (CCCA-CTA/NEA),  
Coast Federation of Educators/American Federation of Teachers (CFE/AFT),  
Unrepresented Employees: Association of Confidential Employees (ACE),  
Unrepresented Employees: Coast District Management Association (CDMA),  
Educational Administrators

**1.04.03 Conference with Legal Counsel: Existing Litigation**

(Pursuant to sub-section "a" of Government Code Section 54956.9)

Jacobson v. Coast Community College District (Arbitration)  
Coast Community College Association vs. Coast Community College District,  
PERB Case#LA-CE-54-36-E  
Coast Community College District vs. MEP, Inc. et al., Orange County Superior  
Court Case No. 30-2010-00380564  
NGB Enterprises vs. Coast Community College District, Orange County Superior  
Court Case No. 2010-00423404  
Coast Community College Association vs. Coast Community College District (Arbitration)  
Damian Rodriguez vs. George Phan et al., Orange County Superior  
Court Case No. 30-2011-00445563

**1.04.04 Conference with Legal Counsel: Anticipated Litigation**

(Pursuant to sub-section "c" of Government Code Section 54956.9)

Threatened Litigation by Janet Redding  
Threatened Litigation by Gorja Max

**1.04.05 Public Employee Discipline/Dismissal/Release**

(Pursuant to sub-section "b" of Government Code Section 54957)

**1.04.06 Public Employee Performance Evaluation**

(Pursuant to Government Code Section 54957)

Position: District General Counsel

**1.05 Reconvene Regular Meeting**

The meeting was reconvened to Open Session at 6:34 p.m.

**1.06 Pledge of Allegiance – Trustee Mary L. Hornbuckle**

Trustee Mary Hornbuckle led the Pledge of Allegiance to the United States.

**1.07 Report of Action from Closed Session**

Dr. Christian Teeter, Secretary of the Board of Trustees, reported that on a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve **Agenda Item 1.04.01 Public Employment** with the exception of the **Faculty Tenure Track Advancement** items on page 4. (See Appendix pages 15-22)

Motion carried with the following vote:



Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, and Mr. Grant  
No: None  
Absent: None  
Abstain: Ms. Hornbuckle

Additionally, Dr. Teeter reported that concerning **Faculty Tenure Track Advancement, Section A**, on a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the **Advancement to Second-Year** for Professor Lynne Cottrell, with an acknowledgement by the Board of Trustees at the April 20, 2011 Service Awards Meeting.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, and Mr. Grant  
No: None  
Absent: None  
Abstain: Ms. Hornbuckle

Dr. Teeter also reported that on a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve **Faculty Tenure-Track Advancement, Section B**, approving **Advancement to Third-Year** for Professors Elizabeth Blake, Beverley Brownell, Jon Holland, William Lawler, Jeanne Neil, Eliza Rubenstein, Jocelyn Sherman Falcioni and Linda Ternes, and also correcting the clerical error and moving Professor Frederick Lockwood from Section C to Section B. These faculty members will also be acknowledged by the Board of Trustees at the April 20, 2011 Service Awards Meeting.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, and Mr. Grant  
No: None  
Absent: None  
Abstain: Ms. Hornbuckle

Dr. Teeter finally reported that on a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve **Faculty Tenure-Track Advancement, Section C, Award of Tenure**, also with acknowledgement by the Board of Trustees at the April 20, 2011 Service Awards Meeting, to Professors Jessica Alabi, Derek Boyer, Berlynn Ching, Gabriela Ernsberger, Blade Gillissen, Pedro Gutierrez, Anthony Iacopetti, Daniel Johnson, Sacha Moore, Joy Myers, Amy Rangel, Erik Rangno, Charlene Reed, John Stuart, Paul Tayyar and Maria Traver.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, and Mr. Grant  
No: None  
Absent: None  
Abstain: Ms. Hornbuckle

#### **1.08 Public Comment (Open Session – Items on Agenda)**

Neal Kelsey, Executive Director, Coast Federation of Classified Employees (CFCE) read a Resolution approved by the Executive Council of the Coast Federation of Classified Employees on February 25, 2011 supporting public works employees in Wisconsin.

At this time, President Patterson moved **Item 3.06 Coastline Community College**

**Newport Beach Learning Center presentation** forward. The Board received a presentation by Glenn Carels of LPA Architecture, Dave McGlothlin of CW Driver, and Christine Nguyen, Interim Vice President of Administrative Services at Coastline Community College.

## **2.00 Informative Reports**

*(Oral reports shall be limited to a maximum of three minutes. If requested and provided to the Board during the oral report, a written report shall be included as part of the public record. These reports generally will cover issues such as past and upcoming activities, student enrollment, budgetary issues, student concerns, and employee concerns)*

### **2.01 Report from the Chancellor**

There was no report from the Chancellor.

### **2.02 Reports from the Presidents**

The following college presidents or designee provided reports to the Board:

Dr. Dennis Harkins, Orange Coast College  
Wes Bryan, Golden West College

### **2.03 Reports from the Officers of Student Government Organizations**

The following representatives provided reports on behalf of the student government organizations:

Lisa Okamoto, ASG President, Coastline Community College  
Michael Knotts on behalf of David Salai, ASG President, Golden West College  
Catherine Tran, ASG President, Orange Coast College

### **2.04 Reports from the Academic Senate Presidents**

The following Academic Senate Presidents or designee provided reports to the Board:

Vesna Marcina, Orange Coast College (OCC) Academic Senate President  
Theresa Lavarini, Golden West College (GWC) Academic Senate President  
Jeanne Oelstrom on behalf of Nancy Jones, Coastline Community College (CCC) Academic Senate President

### **2.05 Reports from Employee Representative Groups**

Reports were provided by the following Employee Representative Groups:

Dr. Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCCA/CTA-NEA)

### **2.06 Reports from the Board of Trustees**

Board members provided individual reports.

### **2.07 Reports from the Board Committees & Review of Board Committee Meeting Dates**

The Board reviewed the dates of the upcoming Board Committee meetings, and provided

updates on committee activities and meetings.

### **3.00 Matters for Review, Discussion and/or Action**

#### **3.01 Board Meeting Dates**

The Board reviewed the scheduled Board Meeting dates for FY 2010/2011 as presented in the March 2, 2011 Agenda.

President Patterson requested that the start time of the Regular/Study Session Meeting scheduled for March 16, 2011 be changed to 4:00 p.m.

#### **3.02 Meetings and Conferences of the American Association of Community College (AACC) Association of Community College Trustees (ACCT) & California Community Colleges League (CCLC)**

The Board reviewed the scheduled meeting and conferences dates for the AACC, ACCT, and the CCLC.

#### **3.03 Opportunity for the Board to Review the Board Directives Log**

The Board reviewed and discussed the items on the Board Log. On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, it was requested that an item be added to the Board Log to provide a report on the use of football helmets at Orange Coast College and Golden West College. This item will be due at the March 16, 2011 Board of Trustees' Meeting.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

On a motion by Mr. Moreno and seconded by Dr. Prinsky, it was requested that an item be added to the Board Log to provide a report regarding the District's Measure C General Obligation Bond Funds, with a status report on expenditures, construction project issues, etc. This item will be due at the April 6, 2011 Board of Trustees' Meeting.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

#### **3.04 Review of Buildings and Grounds Reports**

The Board reviewed and discussed the Buildings and Grounds Reports as presented in the March 2, 2011 Agenda.

#### **3.05 Review of Instructional Material Fees**

The Board reviewed the Instructional Material Fees as presented in the March 2, 2011 Agenda, and brought this item forward to the April 6, 2011 Agenda for adoption.

## Consent Calendar

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle to remove **Item 5.01 Curriculum Approval, Program/Option Revisions, Orange Coast College, Early Childhood Education – Option 2 – Certificate of Achievement** on page 34, and to approve all remaining items in the Consent Calendar, with an amendment on Page 30 inserting “Orange Coast College” above “Approval of New Programs/Options”.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

It was moved by Ms. Hornbuckle and seconded by Mr. Patterson, to approve **Item 5.01 Curriculum Approval, Program/Option Revisions, Orange Coast College, Early Childhood Education – Option 2 – Certificate of Achievement** with an amendment to read “Delete – Option 2, Add – Preschool Teacher”.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

## Action Section

### 20.00 Action Items – Approval of Agreements

#### 20.01 DIS - Approve Renewal of Service Agreement between Mandate Resource Services, LLC and the Coast Community College District for Mandated Cost Claim Preparation Services

It was moved by Dr. Prinsky and seconded by Ms. Hornbuckle to approve the Service Agreement between Mandate Resource Services, LLC and the District. This Agreement provides for claims preparation and services related to the State Mandated Cost programs. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Impact:** Cost of \$8,000 is reimbursable through the mandated cost reimbursement program. Net cost: \$0.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

#### 20.02 GWC - Approve Non-Standard Work for Hire Agreement between Marius Cucurny and the Coast Community College District for Community Based Job Training (CBJT) Grant

It was moved by Dr. Prinsky and seconded by Ms. Hornbuckle to approve the Agreement between Marius Cucurny and the Coast Community College District for participation in the 2010-2011 Golden West College/CBJT Grant Project, from March 3

through June 30, 2011. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Impact:** \$7,200 to be paid from CBJT Grant funds.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**20.03 GWC - Approve Non-Standard Work for Hire Agreement between Tom Hersh and the Coast Community College District for Community Based Job Training (CBJT) Grant**

It was moved by Dr. Prinsky and seconded by Ms. Hornbuckle to approve the agreement between Tom Hersh and the Coast Community College District for participation in the 2010-2011 Golden West College/CBJT Grant Project, from March 3 through June 30, 2011. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Impact:** \$7,200 to be paid from CBJT Grant funds.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**20.04 OCC - Approve Agreement between the United States Sailing Associations (US SAILING) and the Coast Community College District (OCC School of Sailing & Seamanship) for the Purpose of Expanding on-the-water Boater Safety Training as a Recognized Powerboat Training Center**

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to approve the Agreement between US SAILING and the Coast Community College District (OCC School of Sailing & Seamanship) to provide and promote on-the-water boater safety training . The Agreement outlines the responsibilities of both parties. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

**Fiscal Review and Impact:** The school receives a \$9,000.00 grant to be used for approved powerboat and engine equipment purchases.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**21.00 Personnel Action Items**

**21.01 DIS – Adoption of Chancellor Position Profile**

It was moved by Mr. Moreno and seconded by Mr. Patterson that the Chancellor Position Profile be adopted with recommended changes.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**21.02 DIS - Adopt a Memorandum of Understanding (MOU) between the Coast Community College District and the Coast Federation of Classified Employees (CFCE), Authorizing the Voluntary Separation Program – Option B, “Retirement at Age 50 with District Benefits”**

It was moved by Dr. Prinsky and seconded by Mr. Patterson to adopt the MOU as amended between the Coast Community College District and the Coast Federation of Classified Employees (CFCE) authorizing a Voluntary Separation Program (VSP) – Option B, “Retirement at Age 50 with District Benefits,” for members of the Coast Federation of Classified Employees (CFCE), as specified in the attached MOU.

**Fiscal Review & Impact:** Fiscal impact will be driven by program participation.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**21.03 DIS - Authorize the Voluntary Separation Program – Option B, “Retirement at Age 50 with District Benefits” for the Association of Confidential Employees (ACE) and the Coast District Management Association (CDMA) employees**

It was moved by Mr. Grant and seconded by Dr. Prinsky to authorize the Voluntary Separation Program (VSP) – Option B, “Retirement at Age 50 with District Benefits,” as amended, for classified managers and confidential employees as specified in the attached document.

**Fiscal Review & Impact:** Fiscal impact will be driven by program participation.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**21.04 DIS - Approval of Contractors for FY 2010-2011 Pursuant to District's Standard Annual Agreement for Contractor Services**

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to approve the following contractors for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 2010-2011. These contractors have or will complete the District's Standard Annual Agreement for Contractor Services prior to the performance of services. Prior to authorizing these services, the District will obtain competitive pricing quotes from the contractor(s). If selected to perform the quoted services, the contractor will send an invoice to the District based upon the agreed-upon price. The Board President, or designee is authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees.

Road Masters Bus Lines  
2803 W. 5<sup>th</sup> Street  
Santa Ana CA 92703

Pro Image Signs  
4299 Slater Avenue  
Fountain Valley CA 92708

Elrod Fence Company  
6459 Mission Blvd  
Riverside CA 92507

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

## **22.00 Buildings and Grounds Approvals**

### **22.01 DIS - Authorization to File Notice of Completion**

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle to authorize the filing of a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion will be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the District is authorized to pay fees due, accepting all work and/or materials as satisfactorily completed by the contractors. In the event of a dispute between the District and the Contractor, the District may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

#### **OCC Consumer Health & Science Bldg. (ABC Building): Bid No. 1965**

Contractor: FM & Sons  
Category A – Earthwork/Grading

Contractor: DMA Greencare Contracting, Inc.  
Category B – Landscape/Irrigation

Contractor: Brian DeVries Construction, Inc.  
Category C – Concrete

Contractor: Industrial Masonry, Inc.  
Category D – Masonry

Contractor: Anderson Charnesky Structural Steel, Inc.  
Category E – Steel

Contractor: ISEC  
Category F – Finish Carpentry/Lab Furnishings & Equipment

Contractor: Best Contracting Services, Inc.  
Category G – Roofing/Waterproofing

- Contractor: Best Contracting Services, Inc.  
Category H – Sheet Metal
- Contractor: Heinaman Contract Glazing  
Category I – Glass & Glazing
- Contractor: Richard & Richard Construction Co., Inc.  
Category J – Drywall/Plaster/Framing/Fireproof/Doors/Hardware
- Contractor: Precision Floor Covering, Inc.  
Category K – Ceramic Tile
- Contractor: Elljay Acoustics, Inc.  
Category L – Acoustical Ceilings
- Contractor: SCS Flooring Systems, Inc.  
Category M - Flooring
- Contractor: Industry Coatings  
Category N – Painting
- Contractor: RVH Constructors Inc.  
Category O – Project Specialties/Toilet Partitions/Signage
- Contractor: Mitsubishi Electric & Electronics USA, Inc.  
Category P – Elevators
- Contractor: Cosco Fire Protection Inc.  
Category Q – Fire Protection
- Contractor: Alpha Mechanical Heating and Air Conditioning  
Category R – HVAC/Plumbing
- Contractor: Bergelectric Corporation  
Category T – Electrical/Fire Alarm/Low Voltage Systems

**OCC Horticulture Storage Electric Project: Bid No. 1983**

Contractor: Native Electrical Construction, Inc.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle  
No: None  
Absent: None

**23.00 General Items of Business**

**23.01 DIS - Nomination of Board Vice President Jim Moreno for the 2010 Marian Bergeson Award**

It was moved by Dr. Prinsky and seconded by Mr. Fuller to nominate Trustee Jim Moreno for the 2010 Marian Bergeson Award by the Board of Trustees. The Board



Secretary is directed to file the appropriate nomination papers with the Orange County School Boards Association to finalize Trustee Moreno's nomination, on behalf of the Board.

Motion carried with the following vote:

Aye:	Mr. Patterson, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None
Abstain:	Mr. Moreno

### **23.02 DIS - Election of Members to the California Community College Trustees (CCCT)**

It was moved by Mr. Patterson and seconded by Ms. Hornbuckle to recommend candidates Jim Moreno, Laura Casas Frier, Mary Figueroa, Paul J. Gomez and Pauline Larwood for the California Community College Trustees (CCCT) Board of Directors for 2011.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

## **24.00 Resolutions**

### **24.01 DIS - Resolution # 11-09 in Support of California Community Colleges Budget Priorities and Principles**

It was moved by Dr. Prinsky and seconded by Mr. Fuller to approve Resolution # 11-09 in Support of California Community Colleges Budget Priorities and Principles

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

## **25.00 DIS - Approval of Minutes**

### **25.01 Approval of Minutes**

It was moved by Ms. Hornbuckle and seconded by Mr. Fuller that the following minutes be approved:

Special Meeting of February 5, 2011

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

## **26.00 Policy Implementation**

**26.01 Adoption of new Policy BP 2228 (010-2-28), Board of Trustees' Audit and Budget Committee and deletion of BP 2221 (010-2-16) Board of Trustees' Audit Committee and BP 2226 (010-2-26) Board of Trustees' Budget Committee**

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle to adopt new policy BP 2228 (010-2-28) Board of Trustees' Audit and Budget Committee and delete BP 2221 (010-2-16) Board of Trustees' Audit Committee and BP 2226 (010-2-26) Board of Trustees' Budget Committee.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

**Recess to Closed Session**

The Board recessed to Closed Session at 8:50 p.m.

**Reconvene Meeting**

The meeting was reconvened at 11:28 p.m.

**Report of Action from Closed Session**

There was no report from Closed Session

**27.00 Close of Meeting**

**27.01 Public Comment (Items Not on the Agenda)**

There were no requests to address the Board during Public Comment.

**27.02 Adjournment**

There being no further business, the Board President adjourned the meeting at 11:30 p.m.

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Secretary of the Board of Trustees

**Appendix**

**Page**

<b>A.</b>	Public Employment Report.....	15-22
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## 1. Faculty Special Assignments

It is recommended that authorization be given for the following special assignments grouped by operation cost center. Board approved, contractual special pay rates listed below by pay type as follows: LOV = Librarian Overload, OVR = Overload, MTM = Full Time Certificated Instructional Misc. Teaching Rate, MTA = Part Time Misc. Teaching Rate, IUM = Full Time Certificated Instructional Unit Assistant, IUH = Part Time Certificated Instructional Unit Assistant, EXM = Full Time Certificated Extra Pay, EXH = Part Time Certificated Extra Pay, UNT = Part Time Certificated Unit Regular, PDM = Full Time Certificated Per Diem, PDH = Part Time Certificated Per Diem, INT = Intersession, SMM = Full Time Certificated Summer, SMH = Part Time Certificated Summer, ACS = Academic Senate.

### COASTLINE COLLEGE

#### EDUCATION BOUND US PROGRAM-COUNSELING

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chang, Sarah	03/03/11	06/30/11	MTH	\$43.36

#### EDUCATION BOUND US PROGRAM-NON-INSTRUCTIONAL DUTIES

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chang, Sarah	03/03/11	06/30/11	PDH	\$29.46

The following Administrators, Full Time and Part Time Instructors to provide instructional opportunities for NCPACE for Military Contract Education during Spring semester.

#### Part Time Instructor

Basford, Sean

### GOLDEN WEST COLLEGE

#### MATH ASSESSMENT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Bouzar, Pete	01/03/11	01/30/11	EXM	\$43.55

Justification: Intersession special assignment overlooked

#### NIGHT SHIFT ISSUES FOR NURSING STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Chan, Dennis	02/17/11	05/29/11	PDH	\$29.46	\$1199.61

Justification: Assignment received after Board deadline

#### CONTRACT EDUCATION FOR THE HUNTINGTON BEACH POLICE DEPARMENT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chauncey, Stephen	03/03/11	05/29/11	PDH	\$29.46

#### CALIFORNIA STUDENT NURSES ASSOCIATION

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Davis, Nadine	02/17/11	05/29/11	PDH	\$29.46	\$4997.23

Justification: Assignment received after Board deadline

#### BASIC SKILLS COORDINATOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Harris, Ryane	02/07/11	05/29/11	EXM	\$43.55	\$4843.31

Justification: Newly confirmed position

#### AUTOMOTIVE TECHNOLOGY (SCRTTC) WORKSHOP

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Kramer, Bryan	03/03/11	03/30/11	EXM	\$72.00	\$2016.00

#### COACHING STIPEND FOR FULL TIME INSTRUCTORS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Villareal, Roberto	03/03/11	03/31/11	EXM	\$1000.00

#### COACHING STIPEND FOR PART TIME INSTRUCTORS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Brazney, Suzanne	03/03/11	03/31/11	PDH	\$29.46	\$1000.07
Johnson, Timothy	03/03/11	03/31/11	PDH	\$29.46	\$1000.07

INSTRUCTIONAL UNIT ASSISTANT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Discipline</u>
Johnson, Leilani	01/31/11	05/29/11	IUM	\$1514.00	Physical Education
Marchbank, Earnest	01/31/11	05/29/11	IUM	\$1514.00	EOPS

Justification: Assignment missed during Spring processing

ORANGE COAST COLLEGEDIRECTOR & CHOREOGRAPHER FOR "EVENING OF BROADWAY"

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Hansen, Beth	03/03/11	03/12/11	PDH	\$29.46	\$1499.81

INFRASTRUCTURE FOR INSTITUTIONAL EFFECTIVENESS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Monahan, Georgie	01/01/11	01/31/11	EXM	\$83.91	\$3356.40
Oviatt, Vinta	01/01/11	01/31/11	EXM	\$97.88	\$3915.20

Justification: President's office was late turning paperwork in to Personnel for processing

ESL APPEAL PROCESS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Barton, Laurie	03/03/11	05/31/11	EXM	\$43.55	\$1672.51
Conner, Gregory	03/03/11	05/31/11	EXM	\$43.55	\$1672.51
Goldman, Tamar	03/03/11	05/31/11	EXM	\$43.55	\$1672.51

COACHING STIPEND FOR PART TIME INSTRUCTORS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Chapman, Matthew	01/03/11	04/29/11	PDH	\$29.46	\$1001.84
Collins, Sean	01/03/11	04/29/11	PDH	\$29.46	\$1001.84
Ketcham, Christopher	01/03/11	04/29/11	PDH	\$29.46	\$1001.84
Turner, Travis	01/03/11	04/29/11	PDH	\$29.46	\$1001.84

Justification: Notification of MOU approval was received mid-January

COACHING STIPEND FOR FULL TIME INSTRUCTORS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Altobelli, John	01/03/11	01/31/11	EXM	\$1000.00
Behr, Laura	01/03/11	01/31/11	EXM	\$1000.00
Iacopetti, Anthony	01/03/11	01/31/11	EXM	\$1000.00
Knox, John	01/03/11	01/31/11	EXM	\$1000.00
Maran, Janice	01/03/11	01/31/11	EXM	\$1000.00
Ochoa, Marco	01/03/11	01/31/11	EXM	\$1000.00
Smith, Kevin	01/03/11	01/31/11	EXM	\$1000.00
Watson, Don	01/03/11	01/31/11	EXM	\$1000.00

VISUAL & PERFORMING ARTS PATHWAY DAY EVENT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Caron, Lionel	04/01/11	04/08/11	EXH	\$29.46
Genoway, Kristi	04/01/11	04/08/11	EXH	\$29.46
Golson, Daniel	04/01/11	04/08/11	EXM	\$43.55
Jensen, Karen	04/01/11	04/08/11	EXH	\$29.46
Soto, Richard	04/01/11	04/08/11	EXM	\$43.55

Overload assignments for the following evening counselors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **01/31/11 to 05/29/11** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

OCC

<u>Name</u>	<u>LHE</u>
Bagatourian, Linda	2.00

Justification: Last minute counseling hours added

Wickremesinghe, Manoj	2.00
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Justification: Last minute counseling hours added

Overload assignments for the following instructors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **01/31/11 to 05/29/11** for CCC,

GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

CCCNameLHE

Nguyen, Christine

3.00

GWCNameLHE

Cucurny, Marius

1.00

Justification: Change in instructor's teaching schedule

Chu, Alice

2.50

Justification: With the addition of a 1.5 Large Class Factor, this class became overload

Dees, Van

1.00

Justification: Revision to instructor's load

Wight, Gregory

0.66

Justification: Change to instructor's load created new overload assignment

**2. Substitute Faculty**

It is recommended that the following individuals be appointed as substitutes, as defined by California Ed Code 87480, appointments not to exceed 20 working days, and subject to Board policies governing such appointments, to be paid \$44.36/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered the 2010-11 academic year.

Coastline College

Crowley, Erin

Montooth, Carisa

Golden West College

Abella, Dori

Bravek, Lester

Dinger, Michelle

Forster, Joshua

Hitchner, Thomas

Huxley, Dawn

Lenoir, Jamie

Magallanes, Francisco

**3. Full time Faculty**

In accordance with Board policies and procedures, the following academic staff are recommended for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Assignments are only for the time period specified or the hours per week as stated (multiple statements indicate two or more separate assignments). Salary placement may be revised upon presentation of evidence of additional education and/or experience:

Revise Placement and Justification for Temporary FacultyNameLOCTitleStart DatePlcmt

Plum, Caryn

OCC

Temp Counselor, one semester

01/31/11

Q-III-07\*

\*Revise from Column II to III

Justification: Late submission due to assignment being funded through Perkins Grant which needed state monitor approval

**Faculty Tenure-Track Advancement**

**A. Advancement to Second-Year.** Pursuant to Sections 87607 and 87608 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees enter into a one-year contract for the 2011-2012 academic year as a probationary faculty member, pursuant to Section 87608(b) of the *Education Code*, contingent upon the faculty member serving a complete college year, as defined in Sections 87605, 87468, or 87469 of the *Education Code*, for each of the following employees; where indicated by an asterisk, the recommendation includes a Program of Professional Improvement as recommended by the Tenure Review Committee:

<u>Last Name</u>	<u>First</u>	<u>Title</u>	<u>Loc</u>	<u>Discipline</u>
Cottrell	Lynne	Instructor	OCC	Medical Assisting

**B. Advancement to Third-Year.** Pursuant to Sections 87607 and 87608.5 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees enter into a two-year contract for the 2011-2013 academic years as a probationary faculty member, pursuant to Section 87608.5(b) of the *Education Code*, contingent upon the faculty member serving a complete college year, as defined in Sections 87468 or 87469 of the *Education Code*, for each of the following employees; where indicated by an asterisk, the recommendation includes a Program of Professional Improvement as recommended by the Tenure Review Committee:

<u>Last Name</u>	<u>First</u>	<u>Title</u>	<u>Loc</u>	<u>Discipline</u>
Blake	Elizabeth	Instructor	OCC	Dietetics
Brownell	Beverly P.	Instructor	GWC	Nursing
Holland	Jon R.	Instructor	GWC	Cosmetology
Lawler	William M.	Instructor	GWC	Physical Education
Lockwood	Frederick	Instructor	CCC	Business Administration
Neil	Jeanne M.	Instructor	OCC	Accounting
Rubenstein	Eliza N.	Instructor	OCC	Choral Music
Sherman Falcioni	Jocelyn R.	Instructor	OCC	Foreign Languages/Spanish
Ternes	Linda M.	Instructor	GWC	Mathematics

**C. Award of Tenure.** Pursuant to Sections 87607 and 87609 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees award tenure, commencing at the 2011-2012 academic year, pursuant to Section 87609(b) of the *Education Code*, contingent upon the faculty member serving a complete college year, as defined in Sections 87468 or 87469 of the *Education Code*, for each of the following employees; where indicated by an asterisk, the recommendation includes a Program of Professional Improvement as recommended by the Tenure Review Committee:

<u>Last Name</u>	<u>First</u>	<u>Title</u>	<u>Loc</u>	<u>Discipline</u>
Alabi	Jessica J.	Instructor	OCC	Sociology
Boyer	Derek G.	Instructor	OCC	Biology
Ching	Berlynn A.	Instructor	GWC	Nursing
Ernsberger	Gabriela	Instructor	OCC	Computer Information Systems
Gillissen	Blade M.	Instructor	OCC	Photography
Gutierrez	Pedro J.	Instructor	CCC	Biology
Iacopetti	Anthony L.	Instructor	OCC	Physical Education
Johnson	Daniel J.	Instructor	CCC	History
Moore	Sacha R.	Instructor	GWC	English
Myers	Joy L.	Coordinator	OCC	Dental Assisting
Rangel	Amy C.	Instructor	GWC	Nursing
Rangno	Erik V.	Instructor	OCC	English
Reed	Charlene	Instructor	OCC	Interior Design
Stuart	John L.	Instructor	OCC	AC/Refrigeration/Heating
Tayyar	Paul	Instructor	GWC	English
Traver	Maria D.	Counselor	OCC	Counseling

#### 4. Part time Faculty

##### SPRING

Assignments during the period **01/31/11-05/29/11** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

##### Coastline College

<u>Name</u>	<u>LHE</u>
Boehler, Connie	3.000
04/04/11-05/29/11	

Bulrice, Jeremy	3.000
Justification: Added late to accommodate Early College High School students	
Carpenter, Linda	3.000
Justification: Credits for College Program received schedule from the High School late	
Galima, Maelanie	3.000
04/04/11-05/29/11	
Guerrero-Phlaum, Martha	5.000
Justification: Credits for College Program received schedule from the High School late	
Jereb, Claudia	3.000
04/04/11-05/29/11	
Messins, John	3.000
Justification: Assignment was misplaced in department	
Owney, Tamara	3.000
Justification: Credits for College Program received schedule from the High School late	
Porter, Pamela	5.250
Justification: Original instructor unable to teach class	
Roche, Joshua	1.125
Justification: Credits for College Program received schedule from the High School late	
Ryan, Mutsuno	3.750
Justification: Credits for College Program received schedule from the High School late	
Salminen-Karamitros, Katri	5.000
Justification: Credits for College Program received schedule from the High School late	
Shi, Nigie	4.000
04/04/11-05/29/11	
Siefkes, Ashlie	3.000
Justification: Credits for College Program received schedule from the High School late	
Sims, Pamela	3.000
Justification: Original instructor unable to teach class	
Sliff, Robert	3.000
Justification: Credits for College Program received schedule from the High School late	
Tan, Jennifer	3.000
Justification: Credits for College Program received schedule from the High School late	
Webb, John	3.000
Justification: Credits for College Program received schedule from the High School late	
West, Jane	1.875
04/04/11-05/29/11	

Golden West College

<u>Name</u>	<u>LHE</u>
Badawi, Stacey	1.000
Justification: Newhire processed paperwork late	
Bischoff, Brice	5.330
Justification: Newhire processed paperwork late	
Black, James	3.250
Justification: Class added late	
Fields, Tami	0.460
Justification: Scheduling changes	
Gonzalez, Juan	4.630
Justification: Class added late	
Jaramillo, Eli	6.250
Justification: Class added late	
Marten, Connie	3.000
Justification: Assignment adjustment made after the start of the semester to accommodate students	
Murray, Tanya	4.500
Justification: Additional lab section added	
Savard, Hale	0.750
Justification: Assignment adjustment made after the start of the semester to accommodate students	
Tran, Thi	3.500
Justification: Assignment adjustment made after the start of the semester to accommodate students	

Orange Coast College

<u>Name</u>	<u>LHE</u>
David, Julie	6.000
Justification: Late budget and allocation paid by International Center	
Fernandez, Gabriella	3.750
04/04/11-05/29/11	
Jones, Christianne	6.000
Justification: Reassigned class to a part-time instructor	



Kuzay, Franz 5.000  
**Justification: Emergency replacement**  
 McNeice, Alison 1.000  
 04/04/11-04/18/11  
 Milatovic, Giselle 7.000  
**Justification: Reassigned class to a part-time instructor**  
 Reagan, Evette 9.000  
**Justification: Late budget and allocation paid by International Center**

## 5. Educational Administrator

None.

## 6. Classified Management

In accordance with Board policies and procedures, the following Classified Management Staff are recommended for appointment to advertised positions; these include promotions, new hires, and rehires:

### Promotion In-House

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Maharaj, Peter	CCC	Mgr, Contract Educ Prog Develop & Services	03/07/11	G-22-07	C-010-11

## 7. Classified Staff

In accordance with Board policies and procedures, the following Classified Staff are recommended for appointment to advertised positions; these include promotions, new hires, rehires and transfers:

### Promotion In-House

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
DeLaRosa, Jennifer	CCC	Military/Contr Educ Program Coordinator	03/03/11	E-54-04	C-011-11

## 8. Reclassification and Reorganization/Reassignment

It is recommended that authorization be given for the following changes for Classified Staff:

### Reorganization/Reassignment

#### Classified

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Newbold, John	DIS	Computer Operator E-48	Computer Operator, Lead E-50	03/03/11

## 9. Classified Temporary Assignments

It is recommended that authorization be given for the following changes for Classified Staff working temporarily Out of Class (minimum of 7.5% differential):

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Rymas, Colleen	DIST	Insur Claims Specialist	Env Health & Safety Spec, Sr	03/01/11*	05/31/11	E-64-03

**\*Justification: Late paperwork-didn't realize Board deadline date**

### Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Action</u>	<u>Plcmt</u>
Burton, Adrienne	GWC	Student Financial Aid Supervisor	Special Assignment	Extend from 03/31/11 to 06/30/11	G-15-06
Cobian, Gabriel	GWC	Information Sys Tech I	Information Sys Tech II	Extend from 03/31/11 to 06/30/11	E-59-01
Crabtree, Anne	DIST	Receptionist/Clerk, Sr	Clerk, Sr	Extend from 03/31/11 to 06/30/11	E-40-05
Deaso, Andrew	GWC	Sys/Network Anslst I	Sys/Network Analyst II	Extend from 03/31/11 to 06/30/11	E-69-05

Dutro, Chastity	OCC	Athletic Equipment Manager	Special Assignment	Extend from 02/28/11* to 05/31/11	E-47-05
Dupuy, Lisa	DIST	HR Technician	Staff Aide	Extend from 03/31/11 to 06/30/11	E-48-05
Hernandez, Laura	GWC	Staff Aide	Staff Assistant	Extend from 03/31/11 to 06/30/11	E-52-05
Jefferson, Lurecca	GWC	Staff Specialist	Admin Assist to the Vice Pres	Extend from 03/31/11 to 06/30/11	E-55-04
Johnson, Daniel	GWC	Sports Info/Market Assistant	Web/Multimedia Programmer	Extend from 03/31/11 to 06/30/11	E-59-03
Lowe, Joanna	DIST	Purchasing Clerk I	Staff Assistant	Extend from 03/31/11 to 06/30/11	E-52-02
Lundell, Candra	GWC	Staff Assistant, Sr	Coord of Comm Services	Extend from 03/31/11 to 06/30/11	G-20-04
Ngo, Vincent	OCC	Financial Aid Spec, Sr.	Student Financial Aid Coordinator	Extend from 03/31/11 to 06/30/11	E-54-05
Spiratos, Jerry	GWC	Information Sys Tech II	Application Proj Coordinator	Extend from 03/31/11 to 06/30/11	E-69-02
Vo, Tuan	GWC	Testing Tech	Staff Specialist	Extend from 03/31/11 to 06/30/11	E-50-04
Whistler, Jillian	OCC	Child Care Eligibility Asst	Child Care Eligibility Spec	Extend from 03/31/11 to 06/30/11	E-48-03

\*Justification: Dept wasn't sure if needed

### 10. Hourly Staff

It is recommended that authorization be given for the following hourly personnel appointments in the performance of noncertificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling noncertificated substitute services for classified employees temporarily absent, no assignment to exceed 160 working days pursuant to provisions of AB500 and the Agreement between the Coast Community College District and the Coast Federation of Classified Employees. (Please note: Budget numbers 110+ are General Fund; 12+ are Categorical or Grant Funds and 8+ indicates Ancillary Funds.)

EXTEND is noted when an already approved assignment has an extended end date.

Hourly/Temporary/Clerical/Secretarial, to provide clerical support including handling correspondence, maintaining files, answering phones, preparing reports and responding to public inquiries in one or more of the following campus and/or division offices: Instruction, Student Services or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Colvin, Elaine	CCC	03/03/11	06/30/11	120010-850101	M,W,F
Kalar, Karen	CCC	03/03/11	06/30/11	120010-850101	M,W,F

Hourly/Temporary/Instructional/Research Assistant, to provide instructional support services to faculty and instructional divisions by assisting with pre-class preparations, maintaining various school records, scoring tests, tutoring, and coordinating instructional materials or equipment in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Funes, Fernando	OCC	03/03/11	06/30/11	812001-201592	M,T,W,TH,F
	OCC	03/03/11	06/30/11	110001-201591	M,T,W,TH,F
	OCC	03/03/11	06/30/11	120176-251030	M,T,W,TH,F
	OCC	03/03/11	06/30/11	120176-251035	M,T,W,TH,F
Luck, Thomas	OCC	03/03/11	06/30/11	812035-210802	M,T,W,TH,F
Phelan, Linda*	OCC	02/01/11	06/30/11	110001-210100	M,T,W,TH,F
Samaan, Jamil	OCC	03/03/11	06/30/11	812001-201592	M,T,W,TH,F
	OCC	03/03/11	06/30/11	110001-201591	M,T,W,TH,F
	OCC	03/03/11	06/30/11	120176-251030	M,T,W,TH,F
	OCC	03/03/11	06/30/11	120176-251035	M,T,W,TH,F

\*Justification: Last minute replacement for instructional purposes

Hourly/Temporary/Service/Maintenance, to perform a variety of semi-skilled maintenance, janitorial and repair work on campus buildings, equipment and facilities in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Fernandez, Genoveva	OCC	03/10/11	06/30/11	812020-205403	M,T,W,TH,F
Gwynn, Sarah	OCC	03/10/11	06/30/11	812020-205401	M,T,W,TH,F

Hourly/Temporary/Technical/Paraprofessional, to provide specialized and/or skilled technical support in such areas as classroom interpretation, computer operations, on-line editing, proctoring or special program research in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Astor, Stephen	OCC	03/03/11	06/30/11	812035-212805	M,T,W,TH,F

Hourly/Temporary Substitutes, pursuant to Section 7.2(A) of the Agreement between the Coast Community College District and the Coast Federation of Classified Employees, to take the place of a bargaining unit employee who is ill or on leave of absence for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Schuberth, Robert	CCC	02/24/11	06/30/11	110001-849130	M,T,W,TH,F

#### **11. Substitute Classified**

None.

#### **12. Clinical Advisors/Summer**

None.

#### **13. Medical Professional Hourly Personnel**

None.

#### **14. Student Workers**

It is recommended that authorization be given for the following hourly employment of either full time students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services.

Coastline College  
Botros, Lobna

Golden West College  
Compean, Patricia  
Hoang, Tiffany  
Nguyen, Ank  
Nguyen, Michael  
Pham, Kathy

Orange Coast College  
Bun, Chanvattanak  
Chang, Christopher  
Cigarini, Eugenia  
Dempsey, Michelle  
Dinh, Chau  
Escano, Derrick  
Han Hsu, Hsin  
Ho, Phuong  
Hurst, Christopher  
Loftsgaard, EVELDA  
Mai, Thuy  
Moon, Heejae  
Park, Velvet  
Taketani, Masao

**COAST COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES' DIRECTIVES LOG**  
*Prepared by the Secretary of the Board of Trustees*

#	Meeting Date	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Agenda due Date	Status I = In Progress P = Pending
1	March 2, 2011	Mary Hornbuckle 2 <sup>nd</sup> Jim Moreno	Chancellor	Provide a report on the use of football helmets at Orange Coast College and Golden West College.	March 16, 2011	P
2	March 2, 2011	Jim Moreno 2 <sup>nd</sup> Lorraine Prinsky	Vice Chancellor, Finance & Admin Services	Provide a report regarding the District's Measure C General Obligation Bond Funds with status report on expenditures, construction project issues etc.	April 6, 2011	P
3	Feb 16, 2011	Lorraine Prinsky 2 <sup>nd</sup> Jim Moreno	Chancellor	Provide a report on efforts to increase student success in the Coast Community College District.	May 18, 2011	P
4	Feb 2, 2011	Mary Hornbuckle 2 <sup>nd</sup> Jim Moreno	Vice Chancellor, Human Resources	Provide a report concerning the appointment of Seth Daugherty as OCC Instruction Librarian.	March 16, 2011	P
5	Nov 17, 2010	Jim Moreno 2 <sup>nd</sup> Mary Hornbuckle	Chancellor	Refer Bullying Report to a Policy Task Force to provide a draft policy on Bullying at a future Board Meeting.	Pending	P
6	Nov 17, 2010	Jerry Patterson 2 <sup>nd</sup> Jim Moreno	Chancellor	Provide status report on review of Board policies.	April 6, 2011	P
7	Nov 17, 2010	Lorraine Prinsky 2 <sup>nd</sup> Walt Howald	Chancellor	Request for a future update from November 2009 report on OCC Student Funding matters.	2 <sup>nd</sup> Quarter 2011	P
8	Aug 19, 2010	Mary Hornbuckle; 2 <sup>nd</sup> Lorraine Prinsky	Chancellor/District General Counsel	Review Agreement with Time Warner Cable for the purpose of utilizing a dedicated circuit connection between Golden West College data network and Time Warner Cable, and return to the Board in August 2011 for reconsideration.	August 2011	P
9	May 19, 2010	Jim Moreno: 2 <sup>nd</sup> Walt Howald	Chancellor/Vice Chancellor of Ed Services & Technology	Provide the Board with a comprehensive report to include a two-year and five-year plan of what the District's anticipated Information Technology needs are, or are projected to be.	April 6, 2011	P

#	Meeting Date	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Agenda due Date	Status I = In Progress P = Pending
10	July 16, 2008	Walt Howald; 2 <sup>nd</sup> Jim Moreno	Chancellor	The Vice Presidents at the three colleges, Academic Senate Presidents among other District-wide groups will discuss coordination of college curricula matters including CTE and occupational course and program duplication. Written status report on progress of President Obama's American Graduation Initiative.	Ongoing	P
11	Sept 17, 2008	Jim Moreno; 2 <sup>nd</sup> Mary Hornbuckle	Chancellor	Provide status of diversity in the District. Strongly suggest to the extent possible that College Presidents and Human Resources ensure diverse committees in the hiring process. Request for a presentation on diversity in hiring be presented to the Board annually. Also include diversity and demographic breakdown of students at each campus and for all cities served by the District.	Spring 2011	P
12	Sept 17, 2008		Chancellor	Develop Vision 2020, a strategic plan for the District over the coming decade. Regular attention to it and updating as necessary are assumed.	May 18, 2011	P
13	Feb 2, 2011		District Foundation Directors	Provide an annual report on the Foundations.	February each year	P

CLINICAL EDUCATION AGREEMENT  
RENEWAL ADDENDUM

THIS ADDENDUM is made and entered into this 1st day of December, 2010 (the "Effective Date"), by and between Providence Health System – Southern California d/b/a Providence Little Company of Mary Medical Center Torrance, formerly known as Providence Health System – Southern California d/b/a Little Company of Mary Hospital ("Hospital") and Coast Community College District ("District") for Orange Coast College ("School") to that certain Clinical Education Agreement dated December 1, 2008 (the "Agreement") between Hospital and School.

1. Under the terms of the Agreement, the current term expires on November 30, 2010. The parties agree that the current Agreement will be extended from December 1, 2010 until November 30, 2012.

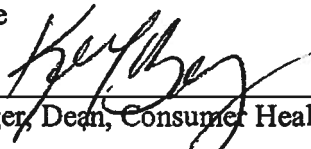
2. All other terms and conditions of such Agreement and Amendments are hereby ratified and affirmed.

The parties hereby execute this Agreement as of the day and year first written above.

HOSPITAL: Providence Health System – Southern California d/b/a Providence Little Company of Mary Medical Center Torrance

By: \_\_\_\_\_  
Kerry Carmody, Chief Operating Officer

SCHOOL: Orange Coast College

By:  \_\_\_\_\_  
Kevin Ballinger, Dean, Consumer Health Sciences

DISTRICT: Coast Community College District

By: \_\_\_\_\_  
President, Board of Trustees

APPROVED: Providence Health System – Southern California

By: \_\_\_\_\_  
Elizabeth Zuanich, Service Area CFO

**FIRST AMENDMENT TO  
AFFILIATION AGREEMENT**

**THIS FIRST AMENDMENT TO AFFILIATION AGREEMENT** (the "**Amendment**") is made and entered into effective as of March 1, 2011 (the "**Amendment Date**") by **HOAG MEMORIAL HOSPITAL PRESBYTERIAN**, a California nonprofit public benefit corporation ("**Affiliate**"), and Coast Community College District ("**District**"), who are all of the parties to that certain Affiliation Agreement dated June 30, 2009 (the "**Agreement**"), and now desire to amend the Agreement as follows:

1. Agreement is hereby amended by adding the following:

"Attachment 1m. Culinary Arts Program – Orange Coast College


Course FSM A286 – Directed Practice in Food Service Management. A directed opportunity in food service or culinary arts to gain practical training. This directed practice is repeated for each option the student elects in order to earn a Certificate of Achievement in that option."

2. Except as expressly modified by the foregoing of this Amendment, the Agreement shall remain unmodified and in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment to be executed as of the date first written above.

**AFFILIATE:**

**HOAG MEMORIAL HOSPITAL  
PRESBYTERIAN**, a California  
nonprofit public benefit corporation

By:   
Rick Martin  
Sr. V.P. Clinical Operations  
Date: 3/2/11

**DISTRICT:**

**ORANGE COAST COLLEGE**

By: \_\_\_\_\_  
Kevin Ballinger, Dean  
Consumer & Health Sciences  
Date: \_\_\_\_\_

**COAST COMMUNITY COLLEGE  
DISTRICT**

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
President, Board of Trustees



**Bid Tabulations and Award of Contract: Coastline Community College Newport Beach Learning Center, Increment 2; Bid No. 1992**

**1. Background:**

This bid awards 18 contracts for construction of the Coastline Community College Newport Beach Learning Center. It is anticipated that the awarded contracts will be executed immediately, contractors will be issued a Notice to Proceed (NTP) on March 28, 2011, and construction will commence by April 1, 2011. This expected schedule establishes a project completion date of August 5, 2012 and will allow students to occupy the building beginning with the Fall 2012 semester.

Three bid packages (site concrete/masonry, plumbing, and photovoltaic system) have been advertised for rebidding and will be recommended for award at the May 4, 2011 Board of Trustees meeting. The rebid of these categories will not impact the overall construction duration.

**2. Goal/Purpose:**

Construction of the Newport Beach Learning Center in accordance with the Campus Master Plan and project master schedule.

**3. Comments:**

None

**4. Recommendation Statement:**

Notices were published on December 21 and December 28, 2010 in the newspaper as well as in four trade journals requesting bids. Two hundred thirty-five bid packages were delivered or picked up by prospective bidders. Ninety-three bids were received for twenty-one trade categories under this multiple prime project.

The bids were opened on February 15, 2011 for the Coastline Community College Newport Beach Learning Center; Increment 2; Bid No. 1992.

After careful review by the Coast Community College District Risk Services Manager and Assistant Director of Facilities and Planning, it is recommended that a contract be awarded to the lowest qualified base bid in Categories E, F, G, I, J, K, L, M, N, O, P, Q, R, S, T, U, W, and X as shown below, and that the President of the Board of Trustees, or designee, be authorized to sign the contract documents.

**Base Bid**

**Category E – Grading & Earthwork/Asphalt Paving/Striping & Parking Lot Signage**

1.	<b>Doja Inc.</b> <b>5050 W. Mission Blvd., Ontario, CA 91762</b>	<b>\$ 487,000.00</b>
2.	Crew, Inc., Rancho Dominguez, CA 90221	\$ 537,800.00
3.	PALP Inc. dba Excel Paving Company,	\$ 609,390.00



- Long Beach, CA 90806
- |    |  |               |
|----|--|---------------|
| 4. | Amtek Construction, Whittier, CA 90606 | \$ 633,585.00 |
|----|--|---------------|

**Category F – Landscaping/Irrigation**

- |    |  |                      |
|----|--|----------------------|
| 1. | <b>FYR Landscaping Inc. dba Pierre Sprinkler<br/>&amp; Landscape<br/>612 S. Myrtle Avenue, Suite 100, Monrovia, CA 91016</b> | <b>\$ 336,579.00</b> |
| 2. | Mariposa Landscapes, Inc., Irwindale, CA 91706   | \$ 351,500.00        |
| 3. | Marina Landscape, Inc., Anaheim, CA 92805  | \$ 364,600.00        |
| 4. | Advanced Landscape 2000 Inc., Woodland Hills,<br>CA 91367  | \$ 365,916.00        |
| 5. | American Landscape, Inc., Canoga Park, CA 91303  | \$ 383,926.00        |
| 6. | Bennett Landscape, Harbor City, CA 90710   | \$ 480,000.00        |
| 7. | Nature Tech Landscaping, Inc., Riverside, CA 92507   | \$ 626,000.00        |

**Category G – Structural Concrete/Reinforcing Steel**

- |    |  |                        |
|----|--|------------------------|
| 1. | <b>T.B. Penick &amp; Sons, Inc.<br/>15435 Innovation Drive, Suite 100, San Diego,<br/>CA 92128</b> | <b>\$ 8,987,430.00</b> |
| 2. | J.T. Wimsatt Contracting Co., Inc., Valencia, CA 91355   | \$ 9,446,000.00        |
| 3. | R J Daum Construction Company, Garden Grove,<br>CA 92841   | \$ 9,450,000.00        |
| 4. | Bomel Construction Co., Inc., Anaheim Hills, CA 92808  | \$10,864,000.00        |
| 5. | R.C. Construction Services, Inc., Rialto, CA 92377   | \$10,864,000.00        |
| 6. | Shaw & Sons, Costa Mesa, CA 92627  | \$12,059,689.00        |

**Category H – Site Concrete/Masonry**

**All Bids Rejected – To Be Rebid**

- |    |  |                 |
|----|--|-----------------|
| 1. | R.C. Construction Services, Inc., Rialto, CA 92377                 | \$ 699,000.00   |
| 2. | Jezowski & Markel contractors, Inc., Orange, CA 92868              | \$ 825,714.00   |
| 3. | Amtek Construction, Whittier, CA 90606                             | \$ 902,134.00   |
| 4. | Bravo Concrete Construction Services, Inc., Riverside,<br>CA 92507 | \$ 945,000.00   |
| 5. | Brian DeVries Construction, Inc., Laguna Niguel,<br>CA 92677       | \$ 990,000.00   |
| 6. | Shaw & Sons, Costa Mesa, CA 92627                                  | \$ 1,090,827.00 |
| 7. | Griffith Company, Santa Fe Springs, CA 90670                       | \$ 1,156,474.60 |

**Category I – Structural Steel/Miscellaneous Metals/Metal Decking**

- |    |  |                        |
|----|--|------------------------|
| 1. | <b>Anderson Charnesky Structural Steel, Inc.<br/>353 Risco Circle, Beaumont CA 92223</b> | <b>\$ 1,629,863.00</b> |
| 2. | W & W Steel Company, Laguna Hills, CA 92653  | \$ 1,795,000.00        |

3.	Blazing Industrial Steel, Inc., Riverside, CA 92509	\$ 1,934,507.00
4.	McMahon Steel Company, Inc., San Diego, CA 92154	\$ 2,084,612.00
5.	KCB Towers, Inc., Highland, CA 92346	\$ 2,427,050.00
6.	Columbia Steel, Inc., Rialto, CA 92377	\$ 2,767,000.00

#### Category J – Rough Carpentry

1.	<b>Cuyamaca Const., Inc.</b> <b>10763 Woodside Avenue, Suite D, Santee, CA 92071</b>	<b>\$ 197,000.00</b>
2.	Rocky Coast Builders, Inc., Escondido, CA 92029	\$ 211,793.00
3.	Golden State Framers, Placentia, CA 92870	\$ 214,830.00
4.	Abdellatif Enterprises, Inc., Tustin, CA 92780	\$ 374,000.00

#### Category K – Roofing/Waterproofing/Sheet Metal

1.	<b>F. Rodgers Corp.</b> <b>2817 E. Cedar Street, #100, Ontario, CA 91761</b>	<b>\$ 957,788.00</b>
2.	Best Contracting Services, Inc., Gardena, CA 90248	\$ 1,127,725.00
3.	Chapman Coast Roof Co., Inc., Fullerton, CA 92834	\$ 1,492,420.00
4.	Troyer Contracting Company, Inc., Santa Fe Springs, CA 90670	\$ 1,498,845.00
5.	Applied Roof Engineering Inc., Corona, CA 92880	\$ 1,825,000.00

#### Category L – Glass & Glazing/Metal Panels

1.	<b>Best Contracting Services, Inc.</b> <b>19027 S. Hamilton Avenue, Gardena, CA 90248</b>	<b>\$ 2,538,500.00</b>
2.	SASHCO, Inc., Ontario, CA 91761	\$ 2,625,000.00
3.	Heinaman Contract Glazing, Lake Forest, CA 92630	\$ 2,626,500.00
4.	Roy E. Whitehead Inc., Riverside, CA 92509	\$ 3,200,475.00
5.	Carmel Architectural Sales, Anaheim, CA 92807	\$ 3,512,863.00
6.	Environmental Interiors, Inc., Hudson, NH 03051	\$ 3,538,320.00
7.	Tower Glass, Inc., Santee, CA 92071	\$ 3,564,870.00

#### Category M – Framing/Drywall/Lath & Plaster/Building Insulation/Doors & Hardware

1.	<b>Superior Wall Systems, Inc.</b> <b>1232 E. Orangethorpe Avenue, Fullerton, CA 92831</b>	<b>\$ 1,047,500.00</b>
2.	Sierra Lathing Company, Inc., Rialto, CA 92376	\$ 1,251,500.00
3.	Mowery-Thomason, Inc., Anaheim, CA 92806	\$ 1,254,600.00
4.	Best Interiors, Inc., Anaheim, CA 92806	\$ 1,292,548.00
5.	Standard Drywall, Inc., Corona, CA 92880	\$ 1,297,000.00

#### Category N – Acoustical Ceilings

- |    |  |                      |
|----|--|----------------------|
| 1. | <b>Southcoast Acoustical Interiors, Inc.</b><br><b>9155 Archibald Avenue, #902, Rancho Cucamonga,</b><br><b>CA 91730</b> | <b>\$ 264,990.00</b> |
| 2. | Preferred Ceilings, Inc., Brea, CA 92821   | \$ 277,000.00        |
| 3. | Elljay Acoustics, Inc., Placentia, CA 92870  | \$ 339,950.00        |
| 4. | CG Chaney Company, Inc., Valencia, CA 91355  | \$ 352,900.00        |
| 5. | F. Rodgers Corporation, Ontario, CA 91761  | \$ 387,000.00        |

Category O – Ceramic Tile

- |    |   |                      |
|----|---|----------------------|
| 1. | <b>Inland Pacific Tile, Inc.</b><br><b>1817 Commercenter West, San Bernardino, CA 92408</b> | <b>\$ 164,700.00</b> |
|----|---|----------------------|

Category P – Flooring

- |    |  |                      |
|----|--|----------------------|
| 1. | <b>Continental Flooring, Inc.</b><br><b>10763 Bell Court, Rancho Cucamonga, CA 91730</b> | <b>\$ 567,126.00</b> |
| 2. | Reliable Floor Covering, Inc., Westlake Village, CA 91361                                | \$ 635,440.00        |
| 3. | Lawrence W. Rosine Co., Irwindale, CA 91706  | \$ 679,900.00        |

Category Q – Painting

- |    |   |                      |
|----|---|----------------------|
| 1. | <b>C.T. Georgiou Painting Co.</b><br><b>433 Lecouvreur Avenue, Wilmington, CA 90744</b> | <b>\$ 277,470.00</b> |
| 2. | MC-Painting, Vista, CA 92084  | \$ 280,000.00        |
| 3. | J. Kell Painting & Wallcovering, Inc., Corona, CA 92882                                 | \$ 280,950.00        |
| 4. | A.J. Fistes Corporation, Long Beach, CA 90806   | \$ 288,600.00        |
| 5. | Terin Dumas Interior Artistry, Fullerton, CA 92833                                      | \$ 369,000.00        |
| 6. | Borbon Incorporated, Buena Park, CA 90620   | \$ 391,578.00        |
| 7. | Alonso Painting, Spring Valley, CA 91977  | \$ 398,000.00        |

Category R – Specialties/Toilet Partitions & Accessories/Signage

- |    |  |                      |
|----|--|----------------------|
| 1. | <b>Inland Building construction Companies, Inc.</b><br><b>323 South Sierra Way, San Bernardino, CA 92408</b> | <b>\$ 245,000.00</b> |
| 2. | A.J. Fistes Corporation, Long Beach, CA 90806  | \$ 323,949.00        |
| 3. | Gamma Builders, Inc., Irvine, CA 92612   | \$ 348,300.00        |

Category S – Food Service

- |    |  |                      |
|----|--|----------------------|
| 1. | Kitcor Corporation, Sun Valley, CA 91352<br><b>(Bidder Non-Responsive)</b> | \$ 113,312.00        |
| 2. | <b>Kamran and Company, Inc.</b>  | <b>\$ 119,000.00</b> |

**411 E. Montecito Street, Santa Barbara, CA 93101**

**Category T – Elevators**

- |    |  |                      |
|----|--|----------------------|
| 1. | <b>Inland Building Construction Companies, Inc.</b><br><b>323 South Sierra Way, San Bernardino, CA 92408</b> | <b>\$ 234,800.00</b> |
| 2. | Norse Corporation, Costa Mesa, CA 92626  | \$ 295,000.00        |
| 3. | Braaksma Construction, Inc., City of Industry, CA 91789  | \$ 348,000.00        |
| 4. | Mitsubishi Electric & Electronics USA, Inc., Cypress,<br>CA 90630  | \$ 404,874.00        |

**Category U – Fire Protection**

- |    |  |                      |
|----|--|----------------------|
| 1. | <b>Link-Nilsen Corp.</b><br><b>130 E. Santa Clara, Arcadia, CA 91006</b> | <b>\$ 485,750.00</b> |
|----|--|----------------------|

**Category V – Plumbing**

**All Bids Rejected – To Be Rebid**

- |    |   |                 |
|----|---|-----------------|
| 1. | PK Mechanical Systems, Inc., Wildomar, CA 92595 | \$ 1,275,000.00 |
| 2. | Don Brandel Plumbing, Inc., Paramount, CA 90723 | \$ 1,275,708.00 |

**Category W – HVAC**

- |    |   |                        |
|----|---|------------------------|
| 1. | <b>West-Tech Mechanical, Inc.</b><br><b>5589 Brooks Street, Montclair, CA 91763</b> | <b>\$ 2,625,000.00</b> |
| 2. | Chapman Air Systems, Inc. dba WR Robbins Company,<br>Oceanside, CA 92054            | \$ 2,754,000.00        |
| 3. | Sheldon Mechanical Corp., Santa Clarita, CA 91355                                   | \$ 2,775,000.00        |
| 4. | Scorpio Enterprises dba AireMasters Air Conditioning,<br>Santa Fe Springs, CA 90670 | \$ 2,800,000.00        |
| 5. | PPC Air Conditioning, Inc., Cypress, CA 90630                                       | \$ 2,859,000.00        |
| 6. | Liberty Climate Control, Inc., South El Monte, CA 91733                             | \$ 2,950,000.00        |
| 7. | Athena Engineering, Inc., San Dimas, CA 91773                                       | \$ 3,040,000.00        |
| 8. | Air Flow Mechanical, Walnut, CA 91789   | \$ 3,220,000.00        |
| 9. | PK Mechanical Systems, Inc., Wildomar, CA 92595                                     | \$ 3,579,000.00        |

**Category X – Electrical**

- |    |   |                        |
|----|---|------------------------|
| 1. | <b>Dennison Electric, Inc.</b><br><b>10855 Portal Drive, Los Alamitos, CA 90720</b> | <b>\$ 2,929,000.00</b> |
| 2. | Gilbert & Sterns, Inc., Santa Ana, CA 92701   | \$ 2,934,000.00        |
| 3. | Anderson & Howard Electric, Inc., Irvine, CA 92614                                  | \$ 3,375,000.00        |
| 4. | Rosendin Electric, Inc., La Palma, CA 90623   | \$ 3,395,000.00        |
| 5. | Bergelectric Corporation, Costa Mesa, CA 92626                                      | \$ 3,545,000.00        |

**Category Y – Photovoltaic System**

**No Bids Received – To Be Rebid**

**Fiscal Impact: \$24,094,496.00** (Measure C – General Obligation Bond Funds)  
Master Plan Approved Project  
CCC Newport Beach Learning Center

# Conceptual Approval of Funding Plan for the Construction of the Coastline College Newport Beach Learning Center

## 1. Background

The Board of Trustees, at its regular meeting of March 2, 2011, received an overview of the facility history, and of the architectural and financing plans, for the Coastline College Newport Beach Learning Center. This presentation followed a similar presentation made to the Land Development Committee.

Included in this presentation was a summary of proposed financing required for the project. In addition to utilizing its Measure C resources, Coastline College will require an estimated additional \$20 million to complete the Learning Center project, and a Certificate of Participation ("COP") would be issued for this purpose.

The College has been preparing for the funding for the project ever since the relocation of the current Costa Mesa Center became part of the College's facility plan by depositing money from the Coastline Contract Education ("CE") program into an earmarked reserve ("Reserve") that will serve as an escrow account. The first ten years of servicing the COP debt will come from this Reserve, and from annual savings from lease payments that will no longer be needed to be made, and the next 20 years of debt serving will come from CE program and lease savings. The financial summary of the project, and details of the Funding Plan, are attached for your information. (Attachment #\_\_)

Subsequent to the Board's approval of 18 out of 21 contracts for construction for the Coastline College Newport Beach Learning Center, the remaining bid packages are being advertised and will be brought back with a recommendation for award later in the spring. These subsequent award recommendations will not adversely impact the construction schedule.

It is important for the Board to approve Coastline's Funding Plan for the project so steps can be taken to implement the plan.

In summary, the Funding Plan includes the following estimated components:

Estimated construction costs	\$32,915,557
Less Measure "C" funds	\$13,534,095
Amount to be financed through issuance of COP	\$19,381,462

At an annual interest rate of 5% over 30 years, the issuance of the COP would require annual payments of approximately \$1,248,526 commencing in July 2012. The District's total payment of \$37,455,796 would be funded as follows:

For 2012-2021, from Coastline's Reserve and lease savings	\$12,485,265
For 2022-2041, from Coastline's CE program and lease savings	\$24,970,531

## 2. Recommendations

It is recommended the Board

1. conceptually approve the Funding Plan, with the understanding that the issuance of the COP will be the subject of a subsequent Board action; and

2. authorize the Chancellor or her designee to take the necessary preliminary steps to effectuate the Funding Plan.

### **3. Fiscal Review & Impact**

An estimated \$20 million in lease-purchase financing, with debt service coming from Coastline College Reserve, Contract Education, and lease savings.

NEWPORT BEACH ESTIMATED PROJECT COSTS AND FINANCIAL PLAN

Construction Costs

Construction, Phase I  
Construction, Phase II (Rebidding pending for Site Concrete/Masonry and Plumbing.  
Construction costs included Contingency of \$1.5M)

1,478,176  
26,600,000

Net Construction Costs

28,078,176

Soft Costs

CW Driver  
UCMI  
Consulting, Phase 1  
Special Inspections  
Commissioning  
Architect

1,473,720  
228,798  
48,140  
283,680  
61,000  
742,043 \*

Net Soft Costs

2,837,381

Furniture, Fixture, and Equipment Costs

2,000,000

Projected Cash Flow needed from November 2010 through June 2012  
Less GO Bond Fund available

32,915,557  
13,534,095

Debt Serviced through issuance of COP

19,381,462

Amount Issued

Rate

19,381,462  
5.000%

Term (year)

30

Periods

360

Monthly Payment

\$104,043.88

Annual Payment

\$1,248,526.55 \*\*  
(\$350,000.00)

Total Lease Savings already budgeted in G/F(Costa Mesa Center, Art Gallery, Modulares)

Net Annual Costs

\$898,526.55

COP Amount

\$ 19,381,462

2012-2021 Earmarked funds from Contract Ed

8,985,265

2012-2021 Facilities Lease Savings

3,500,000

2022-2041 Annual Contributions from Contract Ed

17,970,531

2022-2041 Facilities Lease Savings

7,000,000

Total

\$ 37,455,796

\* Negotiation Pending for Final Cost of Architect.

\*\* First payment would be due on July 2012.



## Approval of New Courses

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following course(s) be approved for inclusion in the curriculum:

### Orange Coast College

Effective Fall 2011

#### Sociology A200 – Introduction to Research Methods; 3.0 units

54 semester lecture hours; prerequisite: Sociology A100, advisory: Math/Psychology A160; fee: none; grading method: grade option only. Introduces basic steps in the research process and/or basic steps in critically evaluating discussions on social issues using a variety of research methodologies. Emphasizes the scientific investigation of social subject matter.

#### Theatre Arts A181 – Arts Internship; 1.0-2.0 units

72-144 internship hours; prerequisite: none; advisory: For Costume Technician Certificate: THEA A178, THEA A141 or THEA A171, A172 or A173, FASH A102, FASH A150, FASH A233; For Scenic Artist Certificate: THEA A175, THEA A141 or THEA A171, A172 or A173, ART A130; For Stage Carpenter Certificate: THEA A175, THEA A141 or THEA A171, A172 or A173, WELD A100; For Lighting Technician Certificate: THEA A176 (taken twice), THEA A141 or THEA A171, A172 or A173; fee: none; grading method: grade option only. A supervised internship related to classroom-based learning at a work site related to the student's certificate program. This course may be taken four times.

## Approval of New Programs/Options

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following new program/options be approved for inclusion in the curriculum:

### Golden West College

Effective Fall 2011

#### **Associate of Arts in Communications Studies for Transfer**

#### **Required, complete the following: 15 units**

	<b>CSU GEN ED</b>	<b>C-ID</b>
COMM G100 – Interpersonal Comm, 3 units	A1	COMM 130
COMM G110 – Public Speaking, 3 units	A1	COMM 110
Or		
COMM G110H – Public Speaking Honors, 3 units	A1	COMM 110
COMM G112 – Small Group Dynamics, 3 units	A1	COMM 140
COMM G220 – Essentials of Argumentation, 3 units	A3	COMM 120
COMM G255 – Intercultural Communication, 3 units	C2, D3	COMM 150

#### **Complete 3 units, choose one of the following:**

COMM G225/Peace Studies G225 – Negotiations and Mediation, 3 units	D7
COMM G260 0 Organizational Communication, 3 units	D7

**UNIT TOTAL: 18**

## **Associate of Arts in Psychology for Transfer**

### **Required, complete the following: 11 units**

	<b>CSU GEN ED</b>	<b>C-ID</b>
Math G160 0 Introduction to Statistics, 4 units	B4	
Psychology G100 – Introduction to Psychology, 3 units	D9	PSY 110
Psychology G280 – Research Methods in Psychology, 3 units	D7	PSY 200 or 205

### **List A – Complete 3-5 units, select one course from:**

Biology G100 – Introduction to Biology, 4 units	B2	
Biology G180 – Cell and Molecular Biology, 5 units	B2	
Psychology G250 – Psychobiology, 3 units	B2	PSY 150

### **List B – Complete 3 units, select one course from:**

Any List A course not used above.

Any course that has articulation as lower division major preparation for the psychology major at a CSU.

GWC Classes:

Psychology G116 – Child Growth and Development, 3 units	D9
Psychology G118 – Life Span Developmental Psychology, 3 units	D9 or E
Sociology G100 – Introduction to Sociology, 3 units	D0
Sociology G185 – Analysis of Social Problems, 3 units	D0

### **List C – Complete 3 units, select one course from:**

Any List A or B course not used above.

Any course that has articulation as lower division major preparation for the psychology major at a CSU.

GWC Classes:

Psychology G110 – Personal and Social Adjustment, 3 units	E
Psychology G165 – Principles of Human Sexuality 1, 3 units	D9 or E
Psychology G255 – Abnormal Psychology, 3 units	D9

**UNIT TOTAL: 20-22**

## **Orange Coast College**

Effective Fall 2011

## **Associate of Arts in Communication Studies for Transfer**

### **Complete the following: 9 units**

	<b>CSU GEN ED</b>	<b>C-ID</b>
CMST A110 – Public Speaking, 3 units	A1, C2	COMM 110
CMST A100 – Interpersonal Communication, 3 units	A1	COMM 130
CMST A220 – Essentials of Argumentation, 3 units	A3	COMM 120

### **Complete 6 units, choosing from the courses below:**

CMST A120 – Oral Interpretation and Readers Theatre, 3 units	C2	COMM 170
CMST A150 – Forensics, 3 units total	C2	COMM 160B
CMST A165 – Men, Women and Communication, 3 units	D4	

CMST A170 – Nonverbal Communication, 3 units	E1	
CMST A155 - Intercultural Communication, 3 units	D7	COMM 150
CMST A180– Mass Communication, 3 units	C2	

**Complete 3 units by choosing from a course not yet chosen from the above category or by choosing from the courses below:**

CMST A105 – Intrapersonal Communication 3 units	
CMST A185/BUS A185 – Public Relations, 3 units	
JOUR A110 – News Writing and Reporting, 3 units	
JOUR A115 - News Production, 3 units	
PHOT A120 – Basic Photography, 3units	C1

**UNIT TOTAL: 18**

### **Associate in Arts in Psychology for Transfer**

**Complete the following required 13 units:**

	<b>CSU GEN ED</b>	<b>C-ID</b>
Psychology A100 or A100H – Introductory, 3 units	D9	PSY 110
Psychology A160 or Math A160 or A160H – Statistics, 3 units	B4	
Psychology A250 – Psychobiology, 3 units	B2	PSY 150
Psychology A280 – Introduction to Experimental Psychology, 4 units		PSY 200

**Complete 3 units, choosing from the courses below:**

Psychology A130 – Lifespan Developmental Psychology, 3 units	D7, E	PSY 180
Psychology A270 – Psychology of Learning, 3 units	D9	
Psychology A260 – Social Psychology, 3 units	D9	PSY 170

**Complete 3 units, by choosing from a course not yet chosen from the above category or by choosing from the courses below:**

Psychology A185 – Principles of Behavior, 3 units	D9
Psychology A220 – Personality, 3 units	D9
Psychology A255 – Abnormal Psychology, 3 units	

**UNIT TOTAL: 19**

### **Associate in Arts in Sociology for Transfer**

#### **List A**

**Required Core: (9 units)**

	<b>CSU GEN ED</b>	<b>C-ID</b>
Sociology A100/H – Introduction to Sociology, 3 units	D10	SOCI 110
Psychology A160/Math A160 – Introductory to Statistics, 3 units	B4	
Sociology A200 – Introduction to Research Methods, 3 units		SOCI 120

#### **List B**

**Any 2 (6 units)**

Sociology A110 – Marriage and Family, 3 units	D10	SOCI 130
Anthropology/Sociology A150 – Multicultural Behavior, 3 units	D3	SOCI 150
Sociology A185/H – Social Problems, 3 units	D10	SOCI 115
Gender Studies A100 – Introduction to Gender Studies, 3 units	D4	SOCI 140

**List C****Any 1 (3 units)****Any course from List B not taken to satisfy the 6 unit requirement.**

Anthropology A100/H – Cultural Anthropology, 3 units	D1
Anthropology/Sociology A105 – Nonverbal Behavior, 3 units	D7, E
Ethnic Studies A100 – Contemporary Ethnic America, 3 units	D3
Ethnic Studies/Sociology A190 – The Ethnic Family, 3 units	D3
Gender Studies A130 – Women, Politics, and Inequality, 3 units	D4
Gender Studies/Communication Studies A165 – Men, Women, and Communication, 3 units	D4

**UNIT TOTAL: 18**



**Inspiration. Innovation. Graduation.**

**Board of Trustees**  
David A. Grant  
Mary L. Hornbuckle  
Jim Moreno  
Jerry Patterson  
Lorraine Prinsky, Ph.D.

Lee Fuller  
Student Trustee

**Chancellor**  
Ding-Jo H. Currie, Ph.D.

Due to the size of the draft Vision 2020  
Master Plan and in an effort to save  
resources, it will not be printed.

The draft Vision 2020 Master Plan may be  
viewed at:

<http://vision2020cccd.wordpress.com>.

**Attachment 6**

## Vision 2020 Master Plan

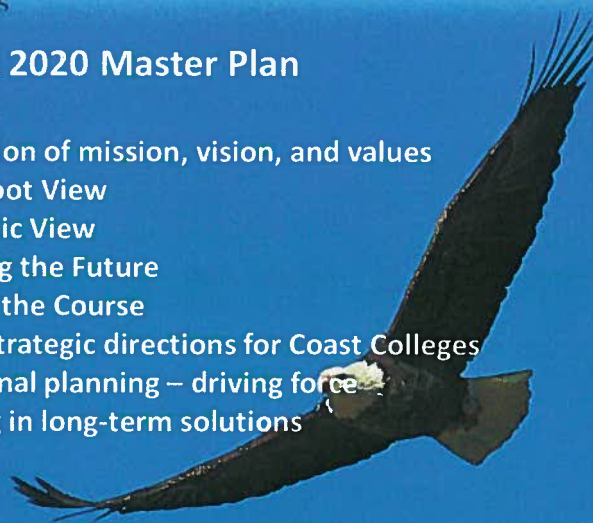


Inspiration. Innovation. Graduation.

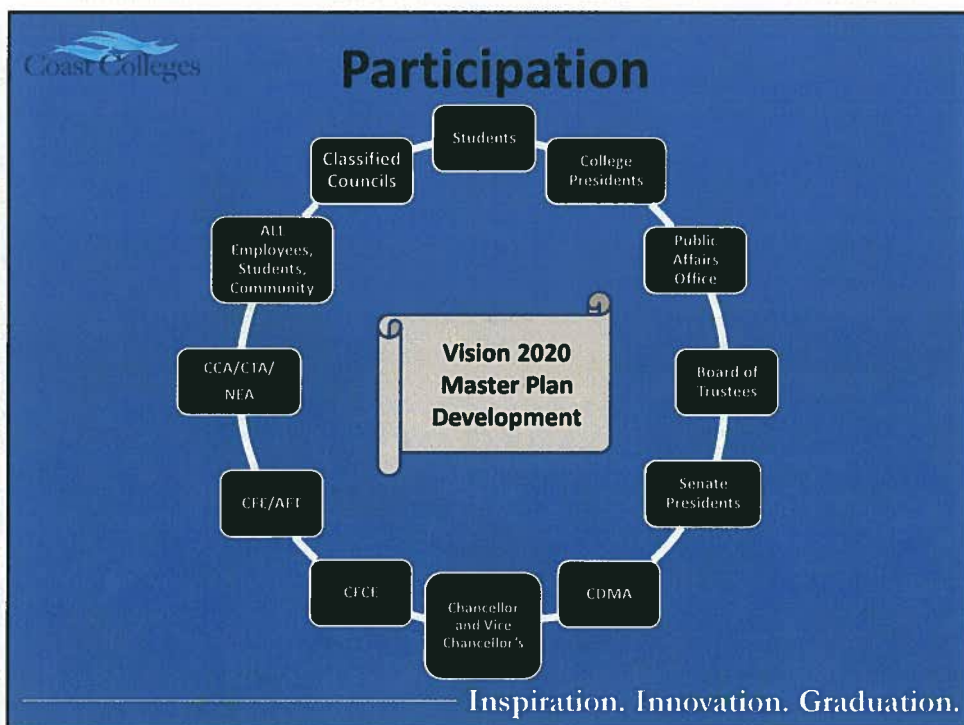
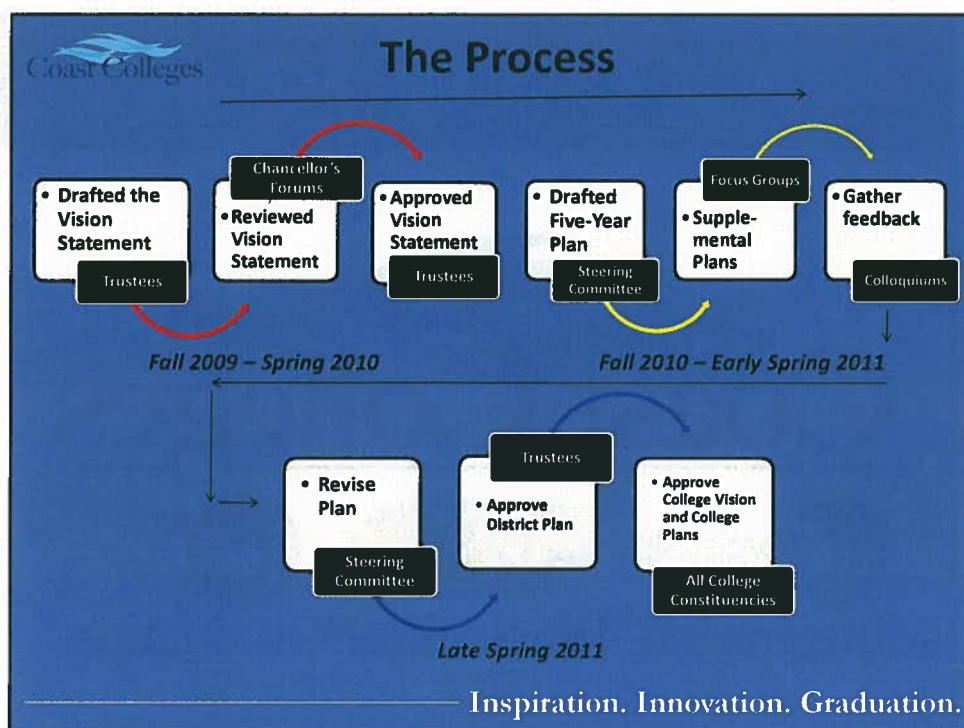
Coast Colleges

### VISION 2020 Master Plan

Affirmation of mission, vision, and values  
10,000 foot View  
Panoramic View  
Imagining the Future  
Charting the Course  
Set the strategic directions for Coast Colleges  
Educational planning – driving force  
Investing in long-term solutions



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## Vision 2020 Master Planning

- Board Retreat**
- Chancellor's Forums (Spring 2010)**
- Vision, Mission, Principles**
- Steering Committee Meetings**
- Chancellor's Forums (Fall 2010)**
- Colloquiums**

**Inspiration. Innovation. Graduation.**



## Vision Statement

**Coast Colleges provides excellence, innovation and success in education to inspire and transform lives in our local and global community.**

**Inspiration. Innovation. Graduation.**













## Mission Statement

Coast Colleges offers inspiration, innovation and meaningful learning experiences to its diverse and changing community and prepares students to achieve success in post-secondary, career and technical and life-long education opportunities.

**Inspiration. Innovation. Graduation.**



## Principles

- Learning
- People
- Focus
- Agility
- Integrity

- Collaboration
- Engagement
- Diversity
- Equity
- Unity

**Inspiration. Innovation. Graduation.**



## Steering Committee Meetings

- Reviewed emerging trends
- Reviewed district data
- Read/shared books
- Studied resource and reference materials
- Researched best practices
- Formed focus strategic directions
- Discussed implementation plans
- Collaborated on future plans
- Shared learning with constituencies
- Solicited input and received feedback

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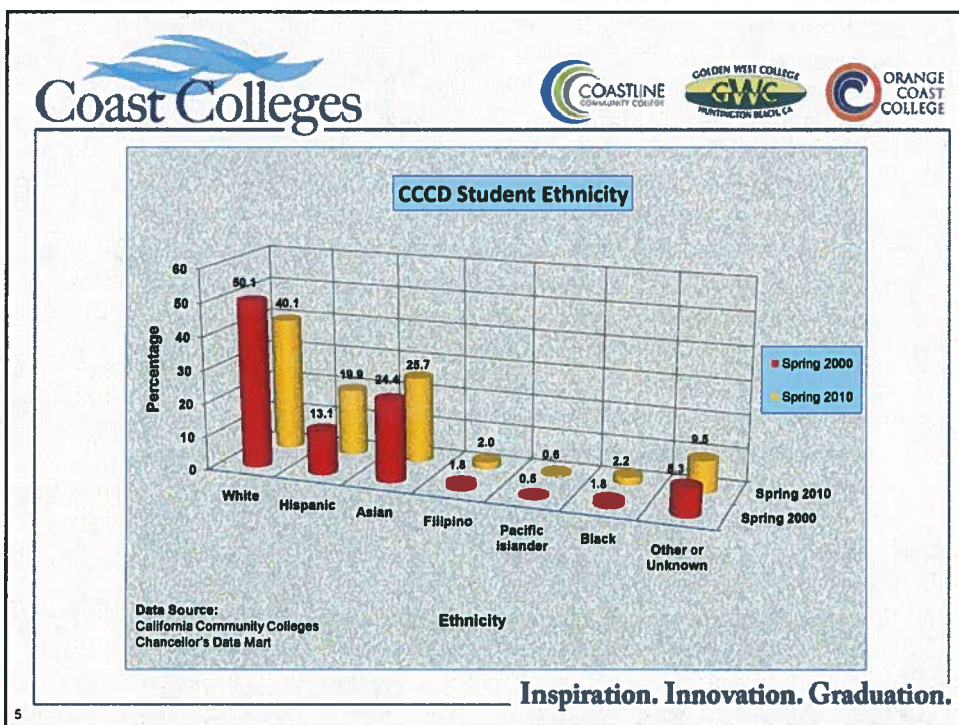
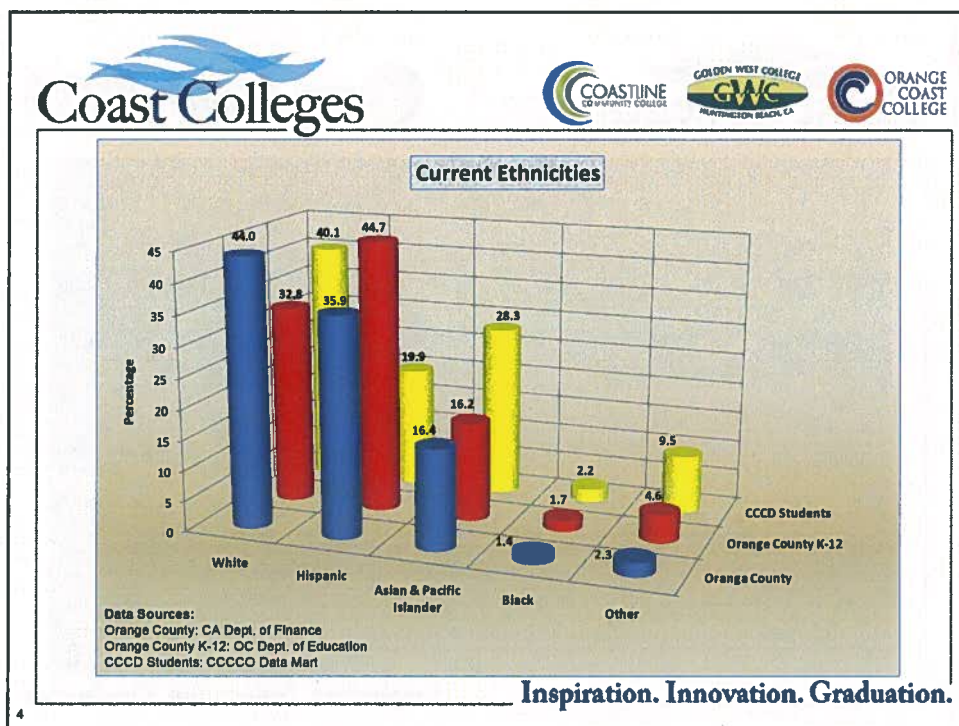


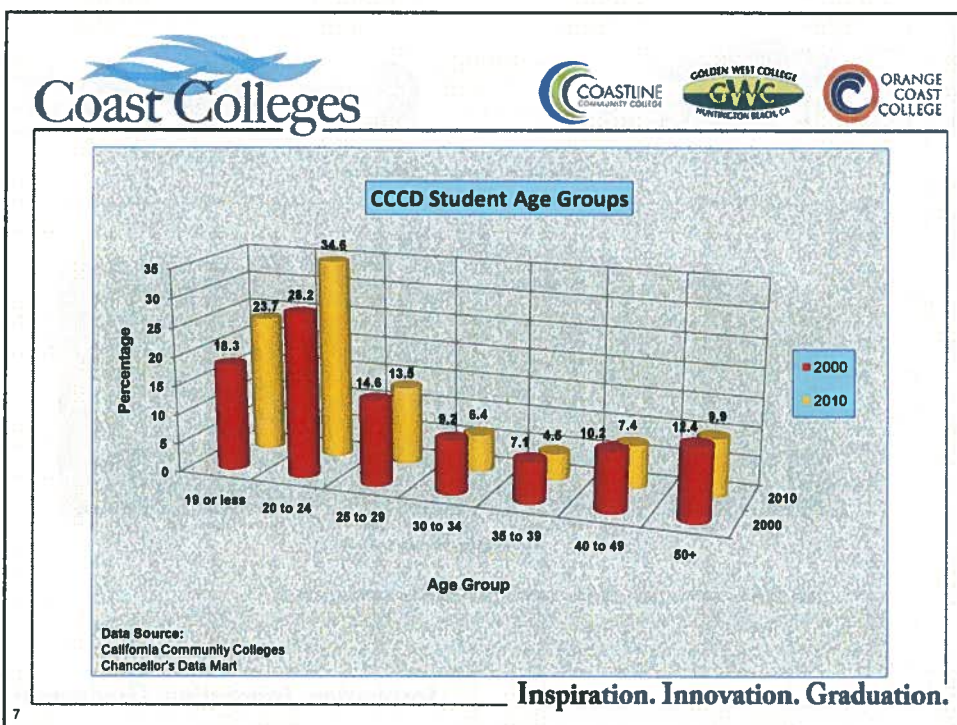
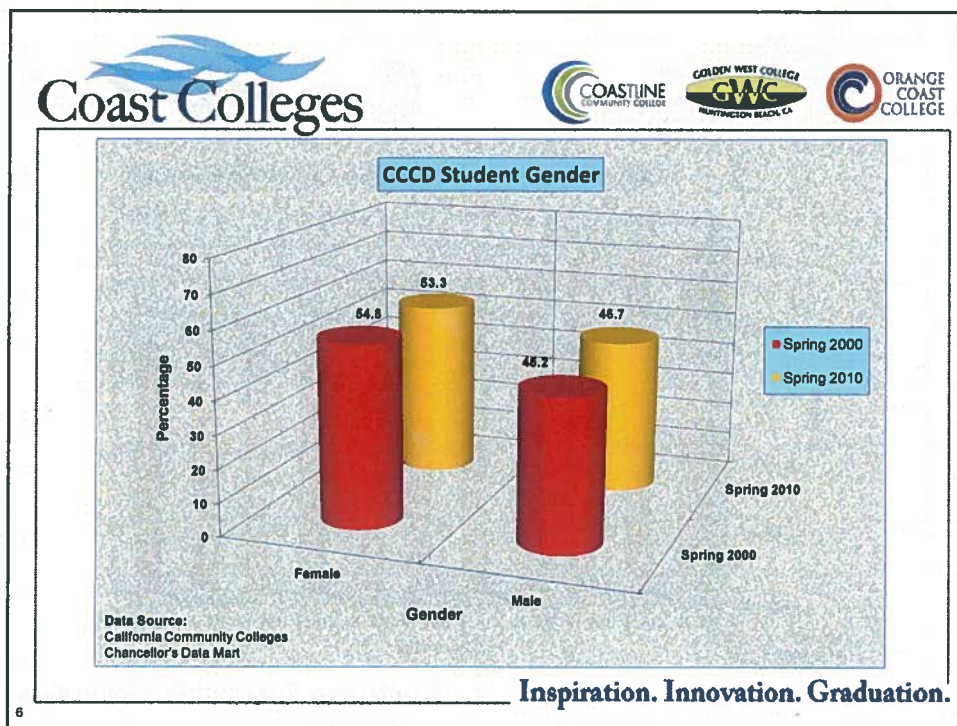
## Fast Facts and Trends

1. Pressure to increase number of graduates
2. Access remains important, but growing emphasis on student progress and success milestones – could impact funding formula
3. Basic skills education needs reworking
4. Science, Technology, Engineering, Math, and Medicine (STEM?) shortages
5. Changing demographics in educational pipeline
6. Changes in students – technology users, adult students
7. Economic conditions and outlook
8. Higher education institutional changes and trends
9. Local workforce needs
10. Global shifts

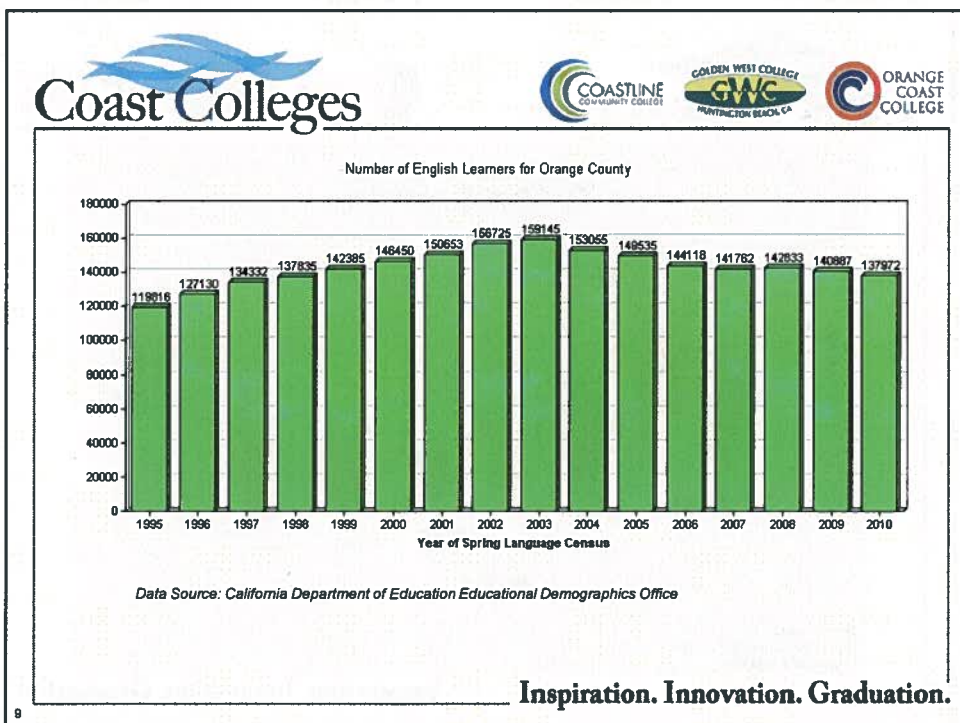
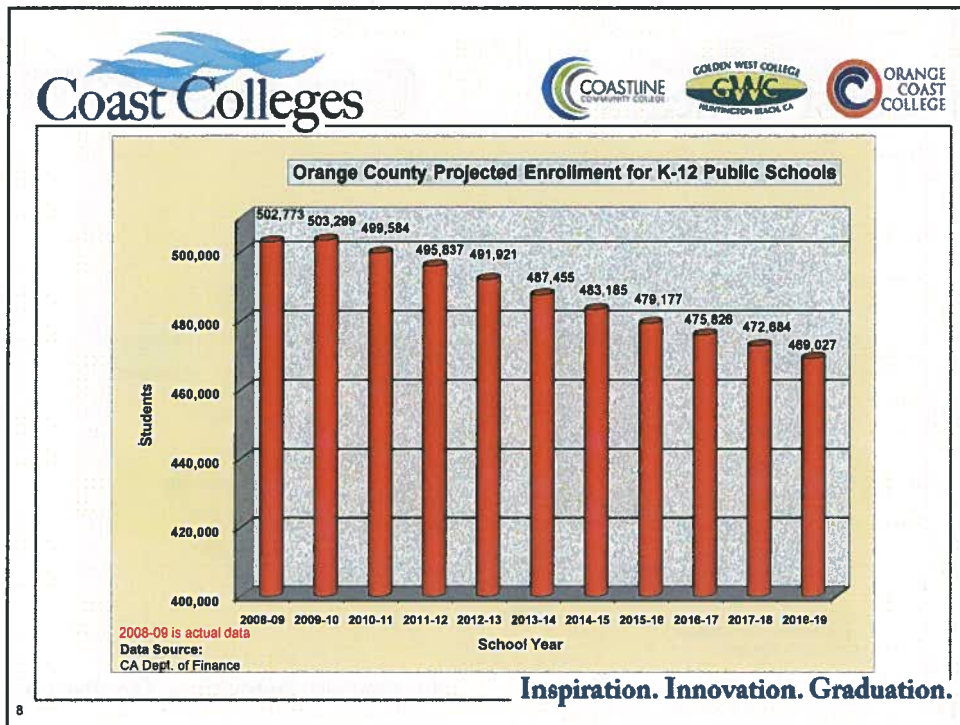
Inspiration. Innovation. Graduation.

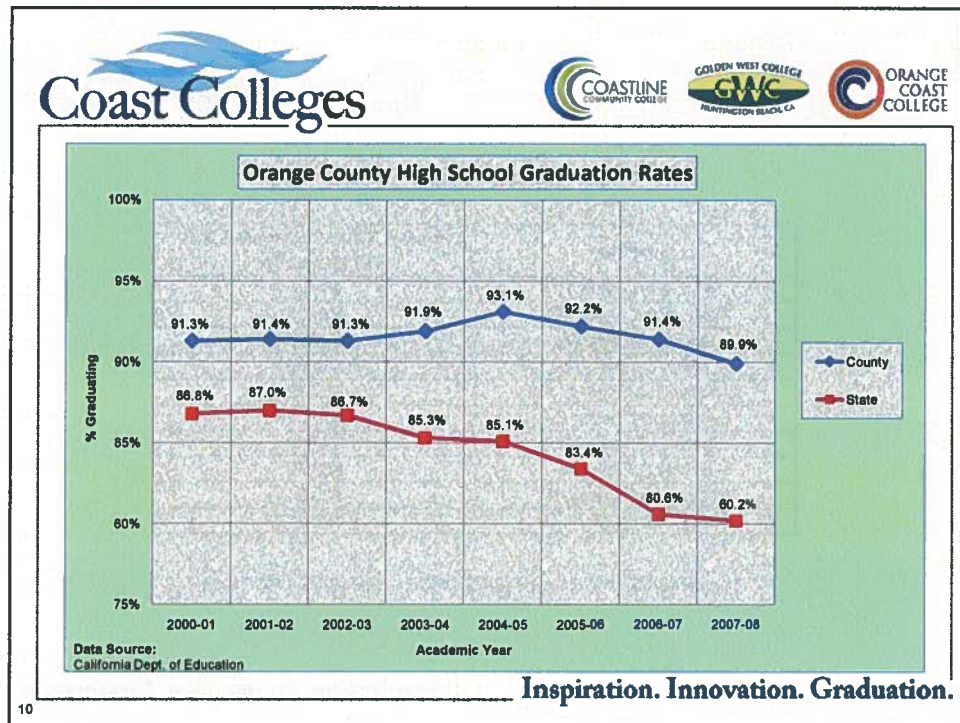












**Coast Colleges**

COASTLINE COMMUNITY COLLEGE  
GOLDEN WEST COLLEGE  
ORANGE COAST COLLEGE

### Top 15 Fastest Growing Occupations in Orange County

Source: California Employment Development Department

Occupational Title	Annual Average Employment		Percent Change	Median Annual Income
	2006	2016		
Network Systems and Data Communications Analysts	2,800	4,250	51.8	\$74,070
Home Health Aides	5,910	6,630	46.0	\$21,754
Veterinary Technologists and Technicians	1,130	1,590	40.7	\$30,805
Animal Trainers	560	780	39.3	\$26,335
Medical Assistants	5,750	8,000	39.1	\$20,880
Pharmacy Technicians	1,970	2,690	36.5	\$35,256
Computer Software Engineers, Applications	9,650	13,100	35.8	\$94,805
Audio and Video Equipment Technicians	590	790	33.9	\$50,699
Special Education Teachers, Preschool, Kindergarten, and Elementary School	1,040	1,390	33.7	\$64,615
Dental Hygienists	2,240	2,990	33.5	\$82,971
Dental Assistants	4,800	6,140	33.5	\$33,231
Special Education Teachers, Middle School	510	680	33.3	\$68,010
Physician Assistants	480	640	33.3	\$71,363
Veterinarians	520	690	32.7	\$96,999
Paralegals and Legal Assistants	2,330	3,080	31.3	\$57,888

**Inspiration. Innovation. Graduation.**

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### Most Expensive Jurisdictions

Counties	Housing Wage for Two-Bedroom Fair Market Rent
Honolulu County, HI	\$31.35
Nantucket County, MA	\$30.85
<b>Orange County, CA</b>	<b>\$30.67</b>
Marin County, CA	\$30.62
San Francisco County, CA	\$30.62
San Mateo County, CA	\$30.62
Nassau County, NY	\$29.40
Suffolk County, NY	\$29.40
Westchester County, NY	\$29.21
Santa Cruz County, CA	\$28.71

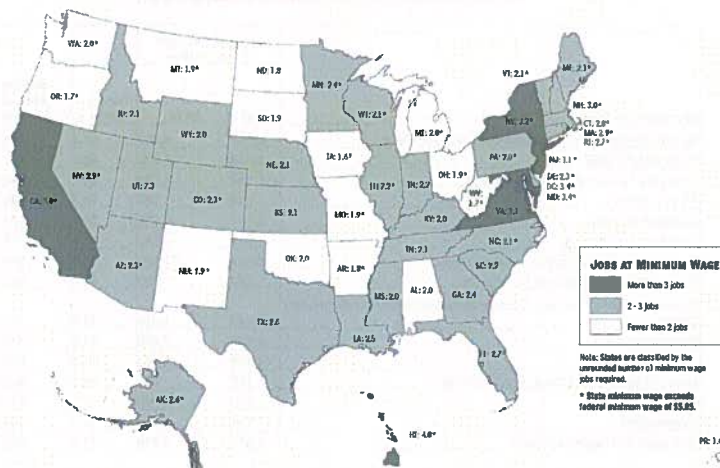
Source: National Low Income Housing Coalition – Out of Reach 2007-2008

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### MINIMUM WAGE JOBS NEEDED PER HOUSEHOLD

Number of jobs (40 hours per week, 52 weeks a year) per household at prevailing minimum wage needed to afford the Fair Market Rent for a two-bedroom unit at 30% of income.

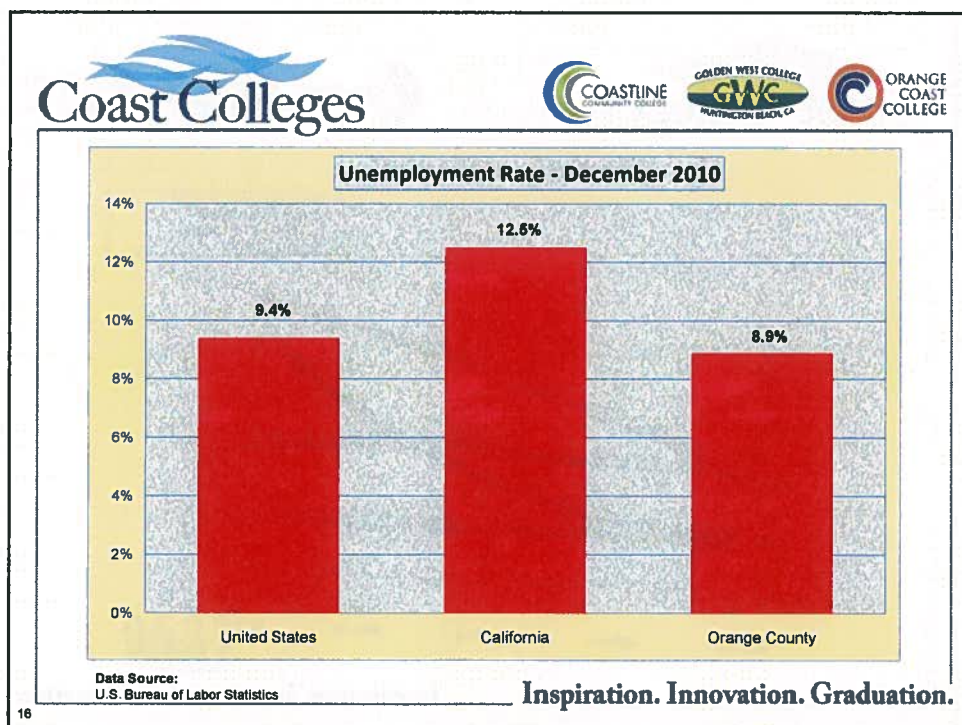
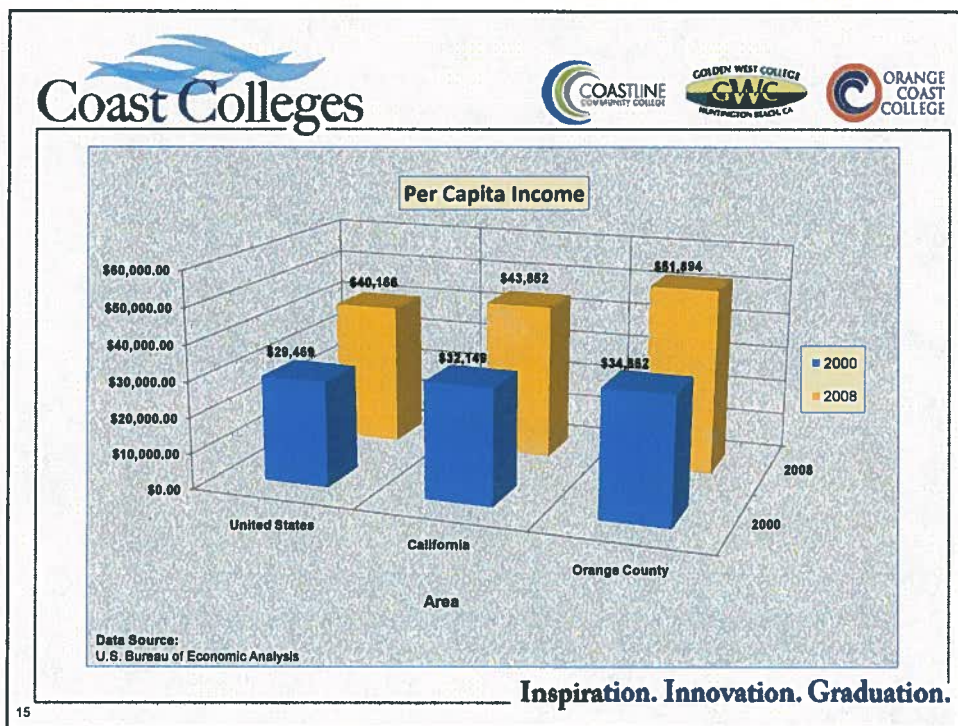


Data Source:  
National Low Housing Coalition – Out of Reach 2007-2008

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## A Snapshot of Future Reality

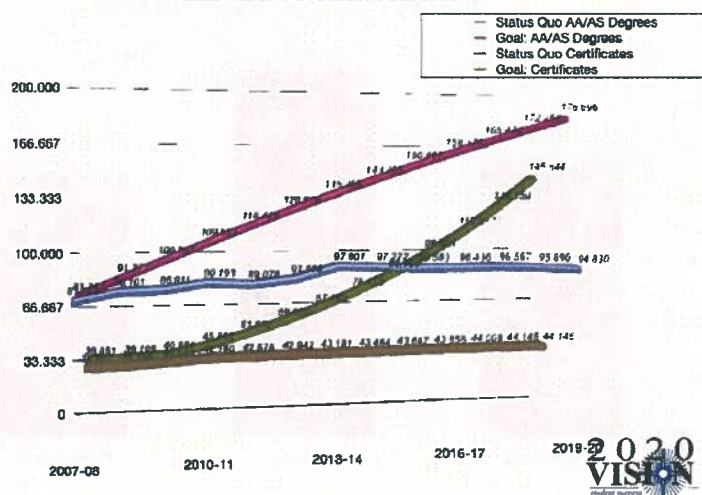
- BY 2018, new **jobs** in California requiring postsecondary education and training will grow by **1.3 million**
- **Reality:** By 2018, high school graduates and dropouts will grow by **614,000**
- By 2018, **61%** of all jobs in California (**12 million jobs**) will require postsecondary training beyond high school.
- **Reality:** With current rate of increase, California will have **44.7%** college graduates by **2025!!**

Source: Help Wanted: Projections of Jobs and Education Requirement Through 2018 The Georgetown University Center on Education and the Workforce

Inspiration. Innovation. Graduation.



A 2020 Vision For Student Success

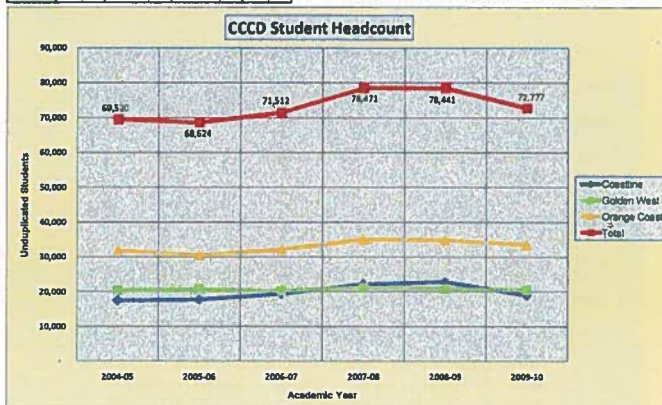


Inspiration. Innovation. Graduation.

# Coast Colleges



	Coastline	Golden West	Orange Coast	Total
2004-05	17,448	20,287	11,785	69,520
2005-06	17,851	20,557	10,408	68,814
2006-07	18,320	20,111	12,072	70,503
2007-08	22,128	21,300	13,054	76,482
2008-09	22,749	20,083	13,780	76,612
2009-10	18,833	20,386	13,558	72,777



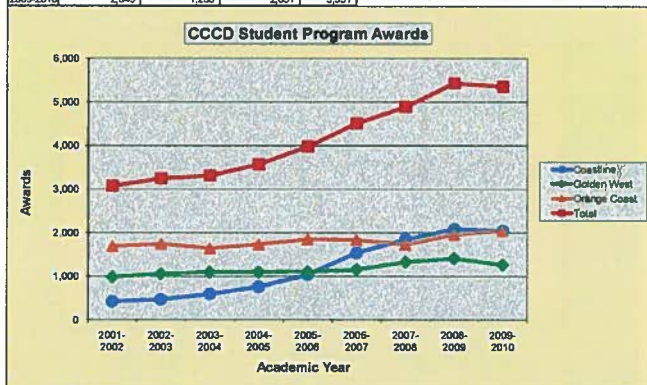
Source: CCCCO Data Mart

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# Coast Colleges



	Coastline	Golden West	Orange Coast	Total
2001-2002	410	974	1,884	3,268
2002-2003	458	1,048	1,758	3,264
2003-2004	561	1,088	1,636	3,285
2004-2005	748	1,055	1,731	3,534
2005-2006	1,029	1,100	1,845	3,974
2006-2007	1,831	1,145	1,830	4,806
2007-2008	1,839	1,322	1,725	4,886
2008-2009	2,078	1,405	1,951	5,434
2009-2010	2,045	1,255	2,051	5,351



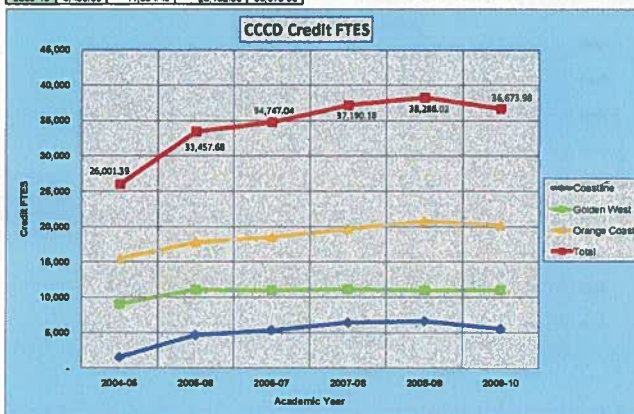
Source: CCCCO Data Mart

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# Coast Colleges



	Coastline	Golden West	Orange Coast	Total
2004-05	1,811.92	9,020.88	16,468.58	26,001.38
2005-06	4,938.89	11,051.14	17,789.85	33,457.68
2006-07	5,301.44	10,941.60	18,505.70	34,749.04
2007-08	6,400.08	11,123.70	18,668.00	37,190.18
2008-09	6,622.03	10,839.22	20,724.77	38,284.02
2009-10	5,486.96	11,004.49	20,182.50	36,673.95



Source: CCCCC Data Mart

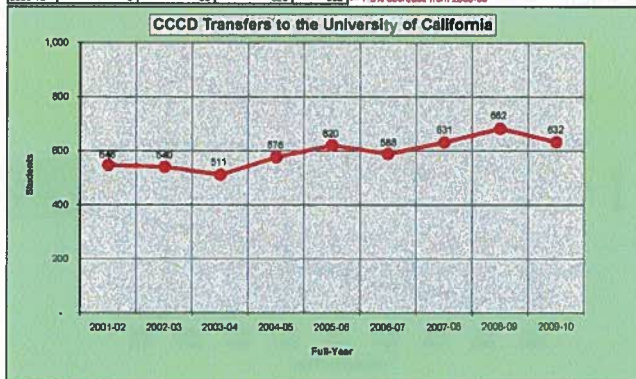
Inspiration. Innovation. Graduation.

# Coast Colleges



	Coastline	Golden West	Orange Coast	Total
2001-02	8	84	464	546
2002-03	9	81	450	540
2003-04	9	77	425	511
2004-05	1	88	487	576
2005-06	8	112	502	620
2006-07	7	116	493	616
2007-08	8	98	529	635
2008-09	10	117	555	682
2009-10	9	93	528	632

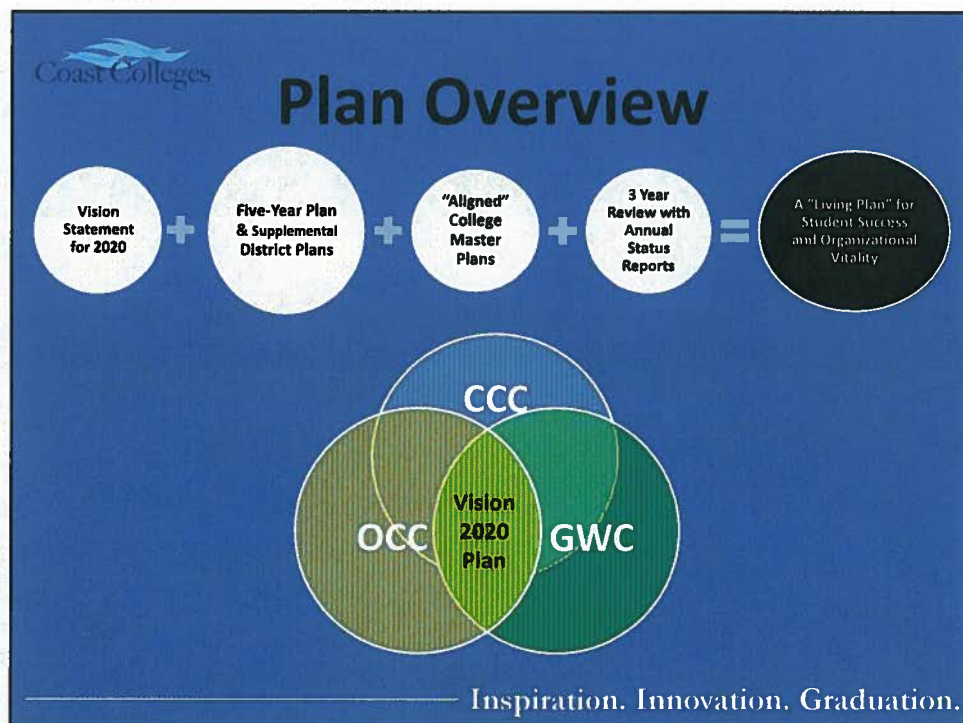
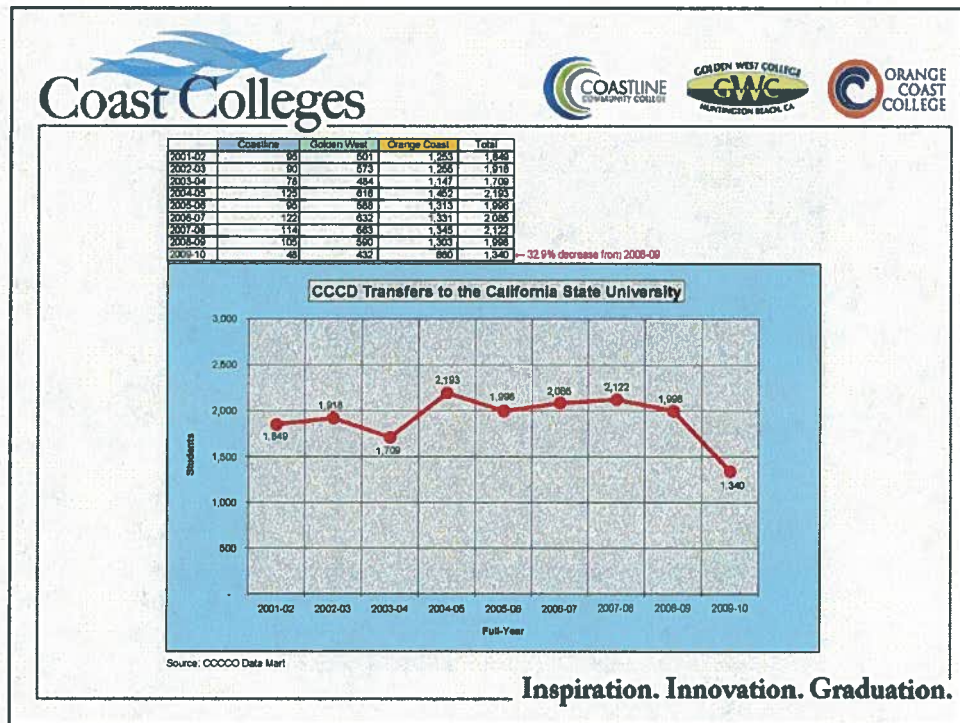
- 7.3% decrease from 2008-09



Source: CCCCC Data Mart

Inspiration. Innovation. Graduation.

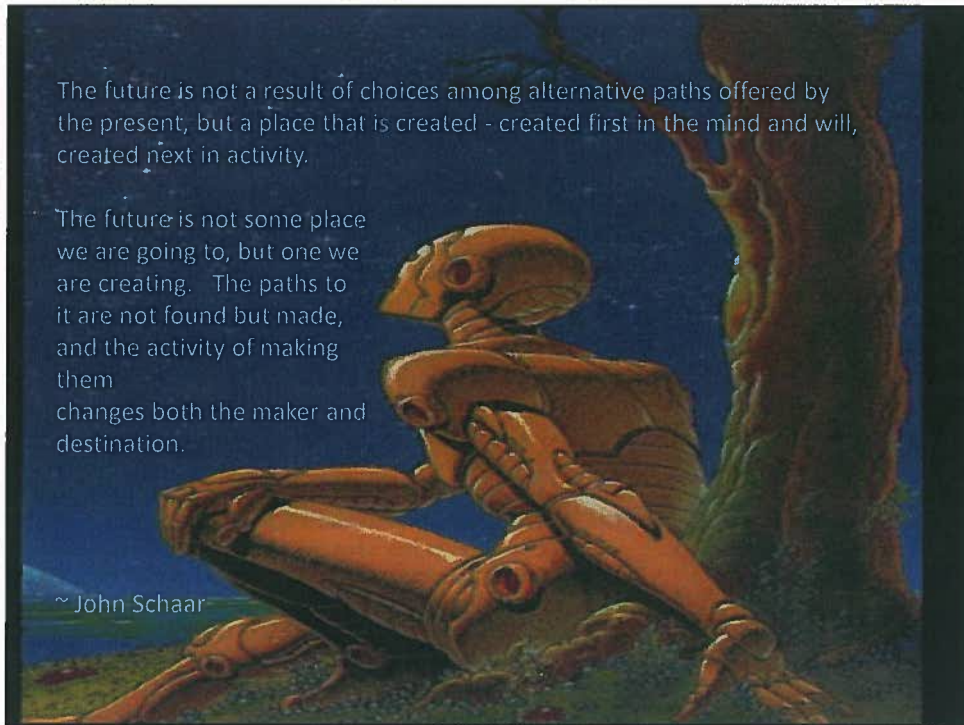




The future is not a result of choices among alternative paths offered by the present, but a place that is created - created first in the mind and will, created next in activity.

The future is not some place we are going to, but one we are creating. The paths to it are not found but made, and the activity of making them changes both the maker and destination.

~ John Schaar



## The Plan's Central Theme



### **Student Success**

...as shown by degree  
and certificate  
completion with  
**competence**

—Inspiration. Innovation. Graduation.





## Themes that Emerged **Inspiration, Innovation, Graduation**

**Six Strategic Themes**

**Six Implementing Strategies**

— Inspiration. Innovation. Graduation. —

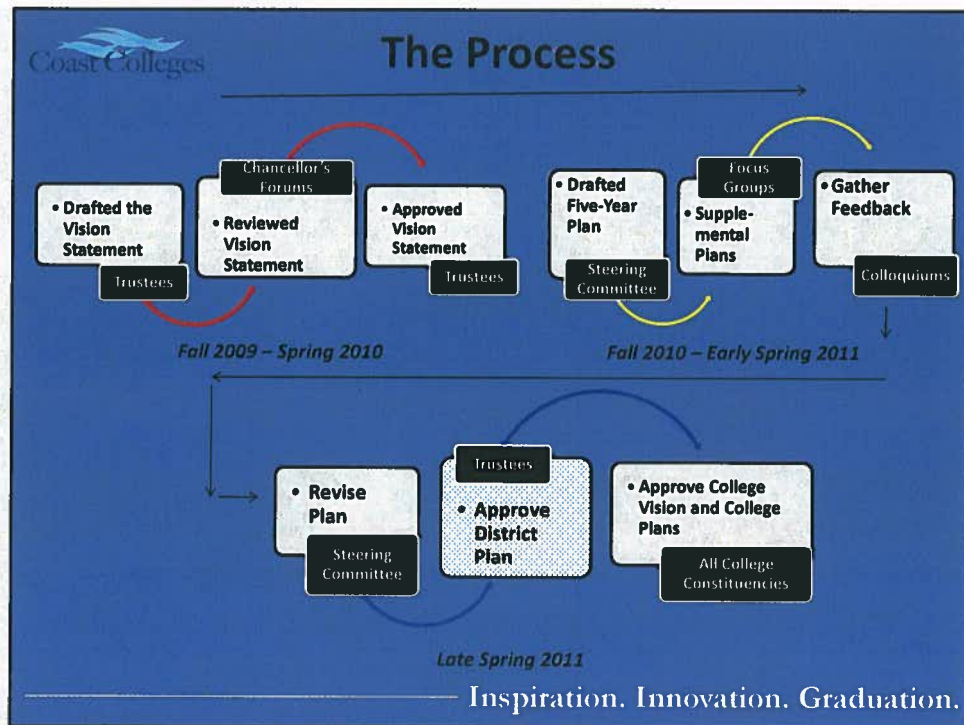


## The Six Strategic Themes



— Inspiration. Innovation. Graduation. —





**Coast Colleges**

## Have Feedback?

<http://vision2020cccd.wordpress.com/>

**Vision 2020**

Resource Site for the Vision 2020 Master Planning Process

Welcome!

This is a resource site for the Vision 2020 Educational Master Planning process currently underway within the Coast Community College District.

Posted on [August 14, 2010](#) by [cccd2020](#)

Archives

- January 2011

Meta

- Site Admin
- Log out

Vision 2020

Theme: Twenty Ten @ Blog at WordPress.com

Inspiration. Innovation. Graduation.





## Vision 2020: The Most Important Points and Ways to Strengthen Vision 2020 Thinking

- Of all of the things you've heard—what are the most important for the future of the Colleges and the District?
- **What themes need to be strengthened and further developed?**
- What has been overlooked?
- **What excites you most about this?**
- *How do you see yourself being connected to and contributing to the implementation of this plan?*

---

Inspiration. Innovation. Graduation.



## Next Steps...

- **March** – Board study session (3/16) reviewing the draft. Plan revisions, completing supplemental plans for Facility, Technology, Finance, & Human Resources by 3/31.
- **April** – Steering Committee final review and approval of District's Master Plan. Colleges completing site master plans by 4/31.
- **May** – Board approval of district's final plans
- **June** – Publication ready for distribution 6/15
- **June** – Board approval of college plans 6/15

---

Inspiration. Innovation. Graduation.

Vision without action is a dream.  
Action without vision is simply passing  
the time.  
Action with Vision is making a positive  
difference.

Joel Barker





# **Education Master Planning**

## **Board Study Session**



Tomorrow's College Today

# Education Master Plan - Timeline

**Phase One:** Planning Kickoff, Information Gathering, Internal and External Strategy Group Scheduling, and Preliminary Analyses  
*(Week of October 4 through November 14, 2010)*

**Phase Two:** First Strategy Sessions Focusing on External Data and Information, Internal and External Interviews, Presentation and Finalization of Draft Scan and Assumptions, Preparation of Internal Data for Review *(November 15, 2010 to January 31, 2011)*

**Phase Three:** Second Strategy Sessions Focusing on Internal Data and Information, Internal and External Interviews, Developing and Testing Internal Data *(February 1 to February 28, 2011)*

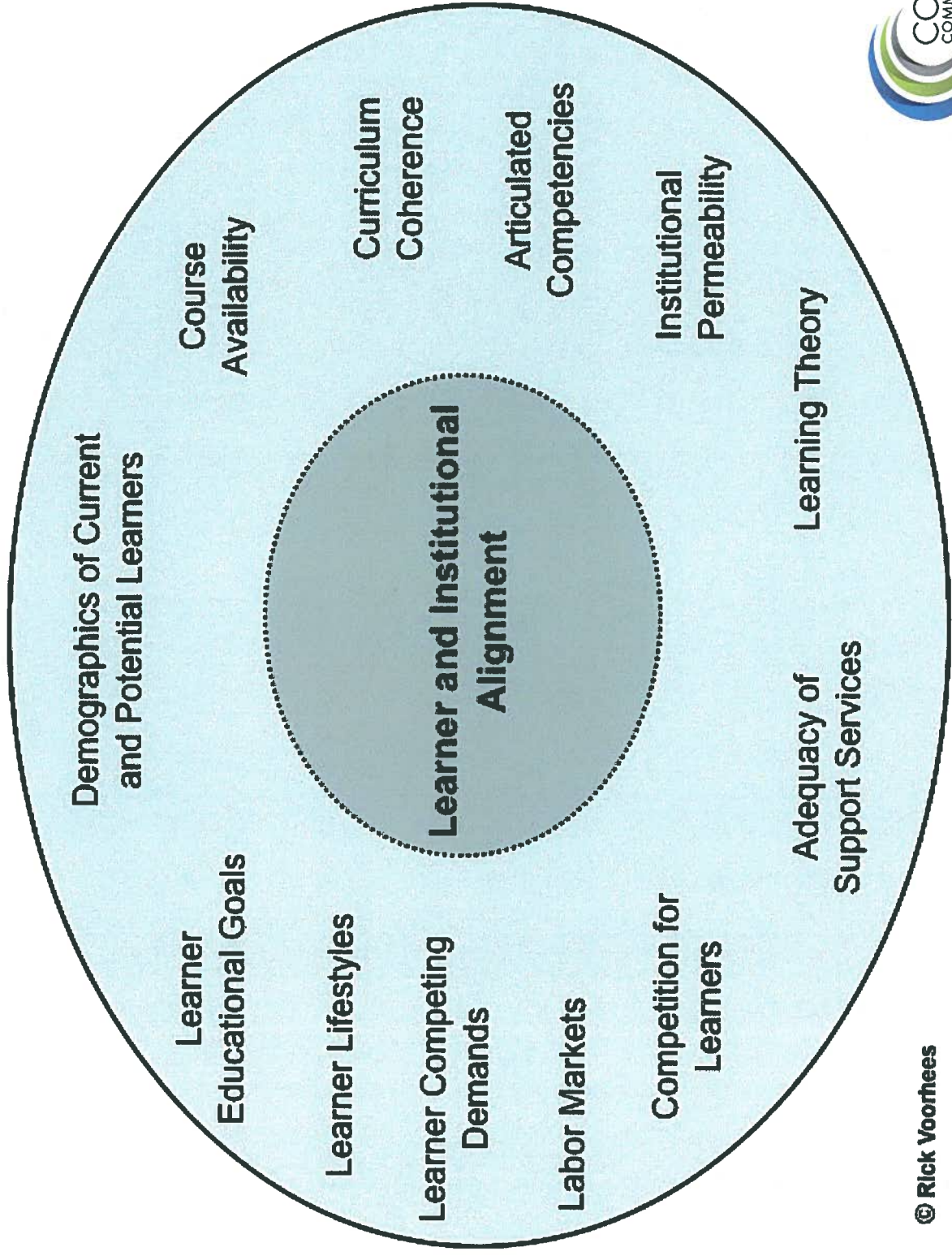
**Phase Four:** Third Strategy Sessions Focusing on Synthesizing Findings, Development of Preliminary Recommendations and Strategies *(March 1 to March 31, 2011)*

**Phase Five:** Drafting and Finalizing Education Plan Report  
*(April 1 to May 2, 2011)*



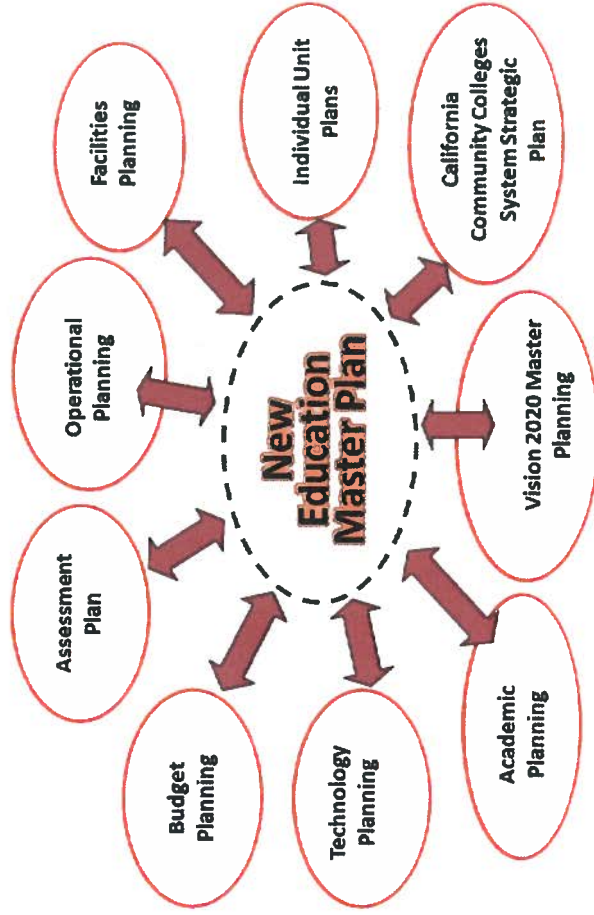


# EMP Guiding Framework

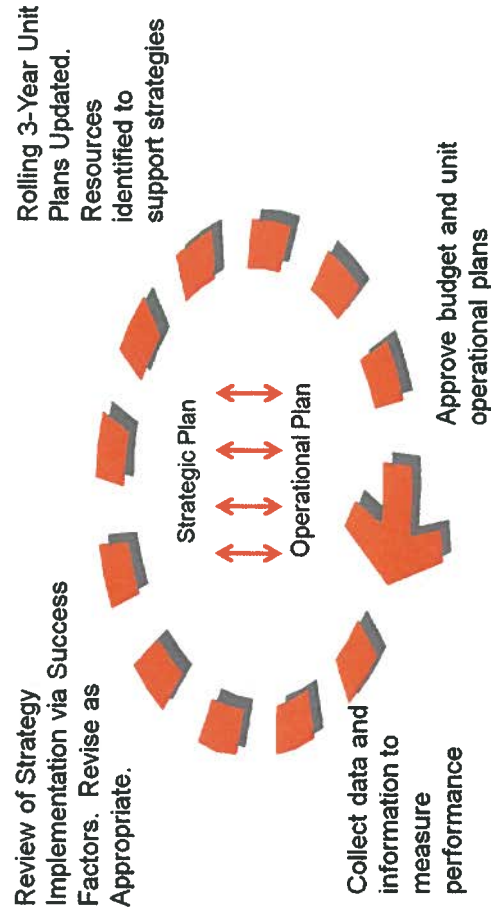


© Rick Voorhees

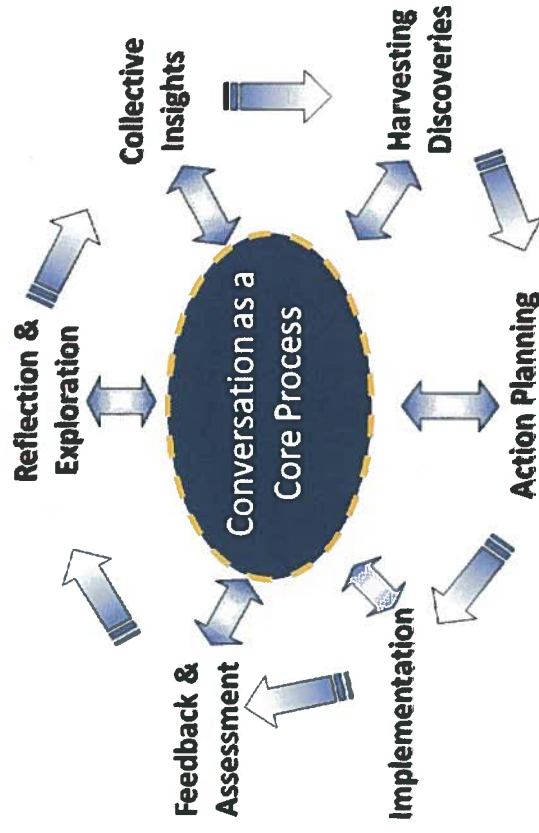
## Linking Existing Plans



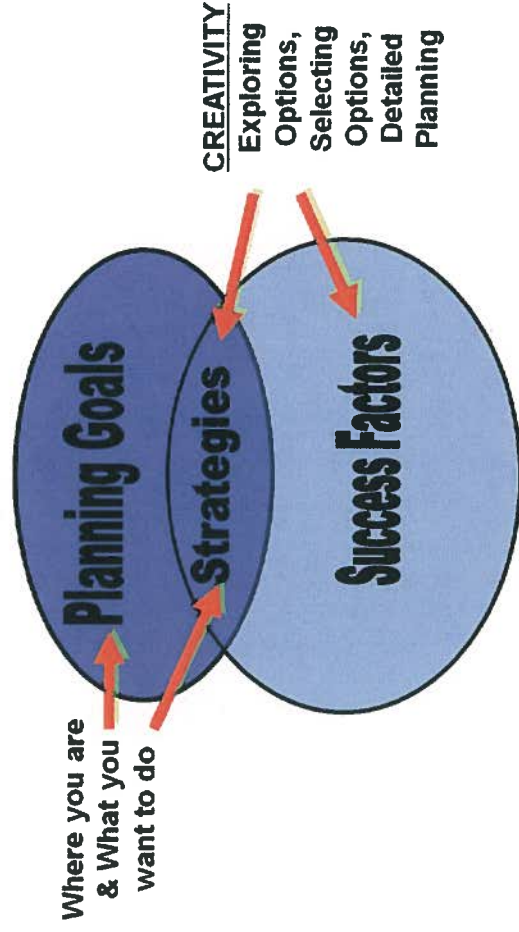
## Master Planning and Annual Operational Planning



## Emerging View



## Relationship Among Planning Components



# EMP Committee Structure

- **CORE Team (9)**: President, Vice Presidents, Academic Senate President, Lead Faculty, Director of Research, & Projects Coordinator & Senior Research Analyst
- **STEERING Committee (26)**: President, Vice Presidents, Full-time & Part-time Faculty, Managers, Classified Staff, Community Members & Students
- **All-College Workshops & College-Wide Open Forums**
  - Fall & Spring All-College Workshops
  - College-Wide Open Forums (Spring 2011)
- **Staff Support Team (8)**: Executive Assistant to the President, Directors of Foundation, Marketing, Facilities, Human Resources, and Academic Senate Support Staff



# Where Are We?

- **What does the data say about Coastline's Future?**
  - External Scan Information:
    - *Interviews, Employment Outlook, Competitor Analysis*
  - Internal Scan Information:
    - *Interviews, Focus Groups, Program Review, Enrollment*
- **What Goals and Strategies should Coastline pursue in these key areas:**
  - Student Success and Retention Outcomes
  - Strategic Enrollment Management Initiatives
  - Programs and Services Development
  - New Markets/Competitor Analysis
  - New Opportunities/Labor Markets
  - Entrepreneur Opportunities/Partnerships



# CCC & District Vision 2020

District: Vision 2020		Coastline: Education Master Plan
Student Success	✓	Evidence based Student Success and Retention Strategies: Institutional Effectiveness Initiative
Basic Skills	✓	Realignment of Basic Skills Programs
STEMM Focus	✓	Science and Math Academy Initiative & Credits for College Program Focus
Career & Technical Education	✓	Competitor & Labor Market Analysis & Entrepreneur Program Development
Global Education	✓	eBUS and International Student Initiatives
Diversity	✓	Title III: AANAPISI Grant & Strategic Enrollment Management Initiatives



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**GOLDEN WEST COLLEGE  
2020 PLANNING**

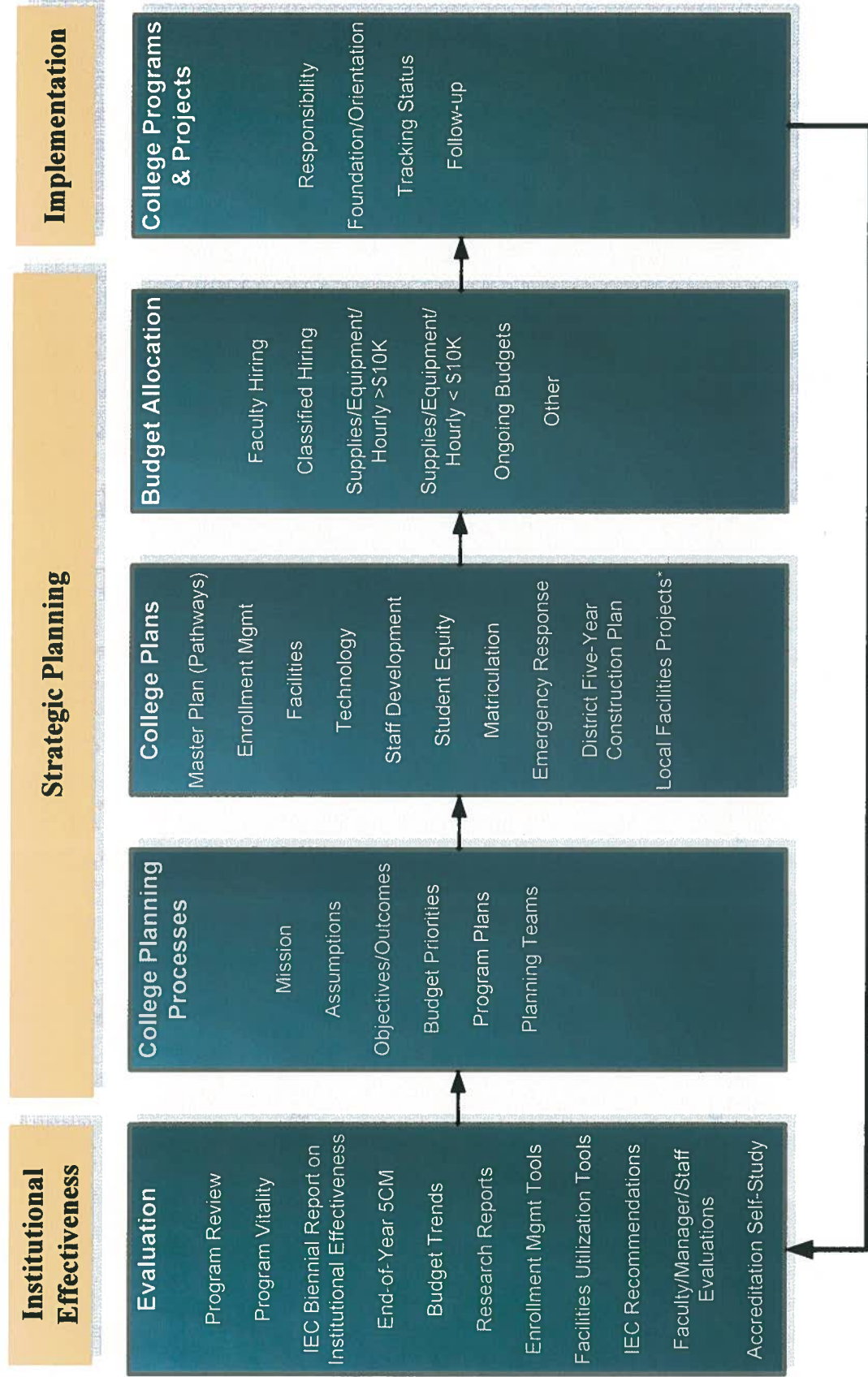
**MARCH 9, 2011**

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# Overall Planning Process Model

Approved P&B  
Spring 2008



\*Local development, Bond Issues, Ancillary Revenue from Unutilized Land

# **2020 PLANNING**

## **GOLDEN WEST COLLEGE EDUCATIONAL MASTER PLAN OUTLINE CONTENT COMPONENTS**

### **I. Message from the President**

### **II. Context for the Educational Master Plan**

- a) The Educational Plan as part of the existing planning efforts of the College
- b) Integration of EMP with other planning efforts
- c) Explanation of What the Educational Master Plan is – Its purpose and function, its content and limitation
- d) The target/outcomes of the Plan
- e) Other

### **III. The College**

- a) The current context of the College (as it stands where it stands)
- b) Background/History
- c) Other

### **IV. The College Mission, Goals, Values**

### **V. Environmental Scan**

#### **Scan of Conditions External to Golden West College**

- a) National
- b) State
- c) Regional (Orange County)
- d) The District

#### **Scan of Conditions Internal to Golden West College**

- a) Students who attend the College
- b) Trends for Enrollment and WSCH
- c) Program of Instruction
  - i. Key performance measures
  - ii. Distribution (Transfer/GE, CTE, Developmental)
  - iii. Distribution of the Curriculum
  - iv. Distribution of WSCH
  - v. Distance Education
  - vi. Scheduling of Courses
  - vii. Delivery Methods
  - viii. Other
- d) College Resources
  - i. Faculty
  - ii. Support Services
  - iii. Technology
  - iv. Learning Resources

## **2020 PLANNING**

### **VI. Institutional Effectiveness and Accreditation**

1. Assessment of Institutional Performance against Goals and Objectives
2. Program Reviews
  - a) How instructional program is meeting the goals/objectives of the College
  - b) Success re: Student Learning Outcomes
  - c) Overall greatest successes (in meeting objectives) and greatest shortcomings
  - d) Key areas of support needed for future
    - i. Human Resources
    - ii. Technology
    - iii. Facilities
    - iv. Financial Resources
    - v. Other
  - e) Trending sheets (programs moving up or declining)

### **VII. Key Planning Assumptions (for the Future)**

- a) Results from External Scan
- b) Results from Internal Scan
- c) Results from Accreditation Self Study and Institutional Effectiveness Planning

### **VIII. Opportunities for the Future**

- a) Labor Markets, Occupational Opportunities and the Future
- b) Potential New Programs
- c) Programs that need strengthening
- d) Programs that should be reconsidered
- e) Initiatives
  - i. Developmental Skills/Education
  - ii. Distance Education
  - iii. Non-Credit Courses
  - iv. Support Services
  - v. Technology
  - vi. Learning Resources
  - vii. Human Resources
  - viii. Facilities
  - ix. Community Engagement – Businesses, Industry, Government Partnerships

### **IX. Projections for Future Growth**

### **X. Forecast of a Future Program of Instruction**

### **XI. Projected space needs through 2020**



## *GWC Educational Master Plan (EMP): Spring 2011 Development Timeline*

---

1/10 - Executive Team meets with Cambridge West (CWP) and Hill Partnerships (HPI)

1/25 thru 2/5 - HPI conducts a facilities condition survey with faculty/staff members of GWC's core planning teams

2/09 - College Planning and Budget Committee meets with Cambridge West (CWP) and Hill Partnerships (HPI)

2/11 - Executive Team meets with Cambridge West (CWP) and Hill Partnerships (HPI): **Presentation of Draft Environmental Scan Section of the EMP**

2/11 - College Facilities Committee meet with Cambridge West (CWP) and Hill Partnerships (HPI): **Presentation of Draft Environmental Scan Section of EMP**

2/17 thru 2/23 – HPI conducts a facilities condition survey with student leaders

3/8 - Executive Team meets with Cambridge West (CWP)

3/9 - All-College-Open-Invitation meeting of the College Planning and Budget Committee meeting with Cambridge West (CWP) and open discussions of the EMP

3/11 – Executive Team meets with CWP and HPI: **Presentation of Draft Institutional Effectiveness & Accreditation Self-Study Sections of EMP**

3/11 – College Facilities Committee meets with CWP and HPI: **Presentation of Draft Institutional Effectiveness & Accreditation Self-Study Sections of EMP**

3/23 - All-College-Open-Invitation meeting of the College Planning and Budget Committee meeting with Cambridge West (CWP) and open discussions of the EMP

4/8 - Executive Team meets with CWP and HPI: **Presentation of Key Planning Assumptions & Opportunities for the Future**

4/8 – College Facilities Committee meets with CWP and HPI: **Presentation of Key Planning Assumptions & Opportunities for the Future**

April – CWP and HPI: **Presentation of Projections for Future Growth, Forecast of a Future Program of Instruction and Projected Space Needs Section of the EMP**

**5/18 – Submit Educational Master Plan to Board**

# Matrix of GWC College Plans to District Vision 2020 Plan Themes

District Vision 2020 Plan Themes						
Golden West College Educational Master Plan		Student Success	Basic Skills	STEMM	CTE	Global Education
1. Institutional Effectiveness		X	X	X	X	X
2. Student Learning Programs & Services						
A. Mix of Instructional programs			X	X	X	
B. Student services initiatives		X	X		X	X
C. Library & Learning Support Services						
3. Resources						
A. Human Resources						X
B. Facilities & Campus Environment						
C. Technology						
D. Fiscal Resources						
4. Participatory Governance & Leadership						
A. Planning Processes & Decision Making						
B. District Collaboration		X	X	X	X	X
5. Community Engagement					X	
A. Community Relations						
B. Business, Industry & Governmental Partnerships				X	X	

## *Summary of Campus Engagement in the Development of the GWC Educational Master Plan*

---

### **College-Wide Workshops – open to all**

1. Workshop #1: 10/23/2009 Reviewed 2004-2011 Goals. Sunset completed goals and identify ones to pull forward. Reviewed and discussed Strengths, Weaknesses, Opportunities, Threats (SWOT) identified in Fall 2008 program reviews. Brainstormed current institutional SWOTs.
2. Workshop #2: 11/20/2009 Reviewed strengths and weakness of old Goal areas. Developed new Goal areas for 2010-2017.

### **Joint (P&B/IEC/AS) Workgroup – Jaima Bennett, Diane Restelli, Janelle Leighton, Brent Theobald, Doug Larson, Omid Pourzanjani, Jeff Courchaine, Al Gasparian**

3. 3/12/2010 Review planning process, planning Assumptions, KPIs, goals criteria and develop specific College Goals for 2.a. Instructional Programs related to SLOs and Enrollment, 3.a. Planning Processes & Decision-Making.
4. 3/16/2010 Continue to review KPIs and develop specific College Goals for 1. Institutional Effectiveness related to ARCC measures, Degrees and Certificates Awarded, and Transfers to UC and CSU, 2.d. Resource Management-Fiscal in the areas of reserves and discretionary expenditures. Agreed to invite the GWC Director of Personnel for the discussion of the Staffing Goal Area.
5. 3/23/2010 Focused on Human Resources. Lively discussion of the difficulties of developing measures in the absence of staffing and educational master plans. Wide opinions on the general areas encompassing the HR component. Discussed broad HR areas but little agreement. General agreement was obtained on the campus needing to realign programs and services to fit the current resources available and on the need for staffing and educational master plans.
6. 3/24/2010 Began the discussion of Business and Industry Partnerships. Agreed to develop a rubric to assess the types of BIP and the level of engagement. However, first we are to develop an survey to inventory the faculty, staff, and managers to list all partnerships the College currently has.
7. 3/25/2010 Built the foundation of a campus survey to collect information on the nature and depth of engagement of community, business and industry partnerships. Brainstormed text to differentiate between Community Relations and Business and Industry Partnership Goal sub-areas. No final agreement, though. Agreed to invite additional members for the discussion on Technology and meet after Spring Break.
8. 4/29/2010 Introduced and agreed in concept to splitting the old Planning Assumptions doc into two documents with items split into Planning Assumptions and Strategic Priorities. Wordsmithed the language to be parallel and read more positively. Finalized Broad Goal Structure with new Institutional Mission and Institutional Effectiveness Broad Goal Area. Began drafting broad goal statements for each goal area.
9. 5/13/2010 Completed drafting broad goal statements for each of the goal areas. Wordsmithed language on the Planning Assumptions and Strategic Priorities documents.
10. 5/18/2010 Wordsmithed new broad goal statements. Discussed possibly splitting the one generic ARCC measures goal into several specific goals.
11. 5/20/2010 Finalized broad goals statements. Agreed to split ARCC measures into individual measures. Ready to vet broad goal statements to Senate and College planning teams in Fall. Work to develop the balance of measures will continue with the Institutional Effectiveness Committee. Area experts will be brought into specific discussions.



## **Library Workgroup – Doug Larson, Sue Berman, Treisa Cassens, Julie Davis, Gonzalo Garcia, Roxie Ross**

12. Library Workgroup: 3/1/2010 Review planning process, planning Assumptions, KPIs, and develop specific College Goals for 2.c. Library and Learning Support Services related to SLOs.
13. Library Workgroup: 3/8/2010 Develop specific College Goals for 2.c. Library and Learning Support Services related to Faculty Satisfaction and Student Satisfaction.
14. Library Workgroup: 3/22/2010 Adopted final KPIs and final draft specific College Goals for 2.c. Library and Learning Support Services related to process outcomes. Discussed potential process outcomes for library holding, collections, courses, and gate counts. Decided not to set College goals in these areas, but to keep them at the department level.

## **Community Engagement Workgroup – Wes Bryan, Margie Bunten, Debbie Bales, Sally Coffey, Christina Irvin, Dwayne Thompson**

15. 4/6/2010 Develop specific KPIs and specific College goals for 5. Community Engagement.
16. 3/9/2010 Reviewed College Goals planning process and brainstormed possible approaches to assessing community engagement. Proposed developing an inventory to develop a picture of current community engagement and a rubric that describes the types and levels of engagement to be used for benchmarking.
17. 4/16/2010 Reviewed a model of Community Engagement/Business and Industry Partnerships. Fine tuned a faculty, staff, and manager inventory to be tested in the Summer of 2010 and administered in the Fall of 2010.
18. 3/1/2011 Reviewed a draft rubric for assessing Community Engagement.

## **Senior Executives Workgroup – Wes Bryan, Janet Houlihan, Lois Miller/Stam Francus, Dwayne Thompson**

19. 3/16/2010 Revised planning assumptions and reviewed progress of workgroups. Discussed possible capital replacement and deferred maintenance KPIs.
20. 3/25/2010 Reviewed suggested changes and updated the Planning Assumptions. Reviewed progress of workgroups. Discussed 'parked items'. Settled on strategies to deal with goal areas such as Technology and Community Engagement. Agreed to revisit and develop additional KPIs for fiscal and facilities.

## **Student Services Workgroup – David Baird, Janelle Leighton, Valerie Venegas, Rob Bachman**

21. 3/19/2010 Discussed student pathways and possible measures of key points such as applicants, matriculants, enrollments, progress, follow-up, success, and completions (degrees, certificates, transfers, transfer-ready, and employed).
22. 3/25/2010 Continued discussion student pathways and possible measures of key points such as applicants, matriculants, enrollments, progress, follow-up, success, and completions (degrees, certificates, transfers, transfer-ready, and employed. Laid out model of various student pathways.
23. 3/30/2010 Continued discussion on student pathways. Developed draft KPIs based on pathways. Discussed measures for extracurricular programs, student government, service learning, student mentoring, and student engagement.
24. 5/13/2010 Drafted goal language that addresses critical milestones and measures identified from our GWC student pathways illustration and in the report entitled "Transition Matters".



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# COLLEGE GOALS

(BROAD GOAL STATEMENTS ONLY)

2010-16

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2. Student Learning Programs and Services.....	6
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4. Participatory Governance and Leadership.....	6
5. Community Engagement.....	7

## MISSION, VISION AND VALUES

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### Mission

Golden West College's mission is to create an intellectually and culturally stimulating learning environment for students and the community. Our students improve their basic skills, develop and enhance career opportunities, and/or prepare for transfer to a four-year institution as they become productive citizens and lifelong learners.

### Vision

Golden West College is committed to excellence and endeavors to provide an optimum teaching and learning environment. This will be demonstrated by innovation which embraces demographic and technological changes.

### Values

Our values are the ideals that guide us in our commitment to student learning and to the vitality of our community. The following ten ideals (in alpha order) represent the foundation for our mission. They guide us in our daily decisions, as well as inspire and motivate us to accomplish our goals.

Access and Equity. We value and strive to ensure open access to our college and equitable opportunities for all the residents of our community.

Campus Environment. We value and support "Spirit of Place" through which the people, buildings, and grounds all serve to convey to our students that they are welcome and that our college is a special place of learning.

Collaborative Climate. We support active participation based on trust, openness, consistency, and respect in the college's decision-making process. We encourage students, faculty, and staff to work together to solve problems by listening to one another, by speaking honestly, and by demonstrating ethical behavior and responsibility for the good of the college.

Excellence and Innovation. We work to provide a quality educational environment for students by embracing a culture of assessment and continual improvement. We are inspired by our founding president's dictum to "Let Change Be the Tradition," to encourage innovation, creative problem solving, and to welcome changes that will enhance the College's ability to fulfill its mission.

Inclusiveness and Diversity. We value diversity and recognize the contributions of all individuals. We support the free and open exchange of thoughts and ideas in an environment that embraces mutual respect and civility.

Leadership. We promote active leadership for students, faculty, and staff at all levels of the institution and through partnerships with the community at large. We embrace our responsibility to clearly communicate, inspire, and proactively respond to the changing needs of our students and community.

Learning. We aspire to high academic standards and support the personal growth of all our students. We are committed to student learning that culminates in identified student outcomes.

Stewardship and Sustainability. We are responsible for utilizing and developing our human, environmental, and fiscal resources efficiently and effectively and in a manner consistent with the principles of health and sustainability.

Teaching. We value the primary role that faculty play in providing students with a dynamic and challenging environment that maximizes learning. We also acknowledge the important roles that classified staff and managers perform in support of students and their learning.

Technology. We value the role that technology plays in reducing barriers to learning, increasing access to educational opportunities, creating new ways of addressing students' learning needs, and enhancing the administrative aspects of serving students and faculty.

---

PLANNING ASSUMPTIONS 2010-16

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1. The current planning environment is very fluid (e.g., resources, mission definition, and legislative mandates).
2. Our base financial resources will decrease while student demand is likely to continue to increase.
3. Two thirds of our incoming students assess into English and math basic skills.
4. Employers and transfer institutions want colleges to place more emphasis on essential learning outcomes:
  - a. Demonstrated knowledge of science, technology and broad-based civic, cultural, and global learning.
  - b. Demonstrated skills in written and oral communication, problem solving, customer service, critical thinking, and competent interaction with diverse groups.
  - c. Demonstrated ability to ethically and actively engage in shaping the world around them.
  - d. Demonstrated ability to apply acquired knowledge in a real-world context.
5. Needs for funding capital projects are greater than available state and local funds, therefore, we must more effectively and efficiently utilize our existing facilities.
6. The community college has become the primary center for retraining the work force.

## STRATEGIC PRIORITIES 2010-16

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1. We will support active participation based on trust, openness, consistency, and respect in the college's decision-making process.
2. We will embrace the role of being a facilitator of student learning by making a conscious effort to produce and support learning, measure that learning, assess how well learning is occurring, and make changes to improve student learning.
3. We will realign our programs and processes to meet student educational needs in sustainable ways that reflect available resources.
4. We will develop and implement a balanced, timely, and effective budget that allows for accountability.
5. We will work together to minimize silo-based thinking and structures in order to promote collaborations that better facilitate the learning process for students.
6. We will leverage technology to facilitate student learning, improve communication, and enhance the quality of our programs and services.
7. We will explore and develop new alternative revenue sources that are in support of and consistent with our educational mission.

- Identified as priorities for 2010-12 program review cycle.
  - Identified as College-wide priorities for 2010-12.
-

## GWC COLLEGE GOALS 2010-16

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### 1. INSTITUTIONAL MISSION AND EFFECTIVENESS

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GWC will demonstrate a strong commitment to student learning. The College will ensure program excellence through the assessment of student learning, student achievement, and service outcomes.

### 2. STUDENT LEARNING PROGRAMS AND SERVICES

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#### **a. Instructional Programs**

GWC will maintain and refine a portfolio of strong programs that support our institutional mission.

#### **b. Student Support Services**

GWC will strengthen student support pathways by delivering effective services that minimize barriers and promote student enrollment, persistence, and completion.

#### **c. Library and Learning Support Services**

GWC will maintain, assess, and strengthen both services and resources in the Library, Tutoring Center, Learning centers, and Computer laboratories.

### 3. RESOURCES

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#### **a. Human Resources**

As we realign our staffing, GWC will maximize the benefits of diversity, strengthen staff development activities, and increase the effectiveness of evaluations.

#### **b. Facilities & Campus Environment**

GWC will create, maintain, and enhance a safe campus environment conducive to student learning by utilizing resources in ways that are sustainable.

#### **c. Technology**

GWC will leverage technology resources to facilitate student learning, campus communication, and institutional effectiveness.

#### **d. Fiscal Resources**

GWC will effectively manage financial resources to sufficiently support, maintain and enhance student learning programs and services.

### 4. PARTICIPATORY GOVERNANCE AND LEADERSHIP

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**a. Planning Processes & Decision-Making**

GWC will utilize participatory governance and effective, ethical leadership to continuously assess and improve the institution.

**b. District Collaboration**

GWC will proactively engage in participatory governance activities with sister colleges and district offices to better serve our students and community while maintaining college autonomy.

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## 5. COMMUNITY ENGAGEMENT

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**a. Community Relations**

GWC will actively seek additional opportunities to serve as the educational center for its local community.

**b. Business, Industry and Governmental Partnerships**

GWC will utilize systematic processes for building partnerships with local businesses, industries and governmental agencies to promote contract education, student internships, faculty externships, and fundraising.

## **College Planning Teams and Academic Senate Discussions**

### **Planning and Budget**

5/26/2010-First Reading and Discussion, and adopted in concept

9/22/2010-Further Discussion. Identified Strategic Priorities for current program review cycle.

10/13/2010-Review of GWC Key Performance Indicators. Self-assessment of Planning, Program Review, and Assessment of Student Learning Outcomes

### **Academic Senate**

9/28/2010-First Reading and Discussion

10/12/2010-Further Discussion

10/26/2010-Further Discussion and approved in spirit, allowing room for future wordsmithing.

### **Administrative Services Planning Team**

9/28/2010-First Reading, discussion, and adopted in concept

3/1/2011-Development of College Themes from four areas of program reviews

### **Instructional Planning Team**

9/20/2010-First Reading and Discussion

10/4/2010-Further Discussion and adopted in concept

2/7/2011-Development of College Themes from four areas of program reviews

### **Institutional Effectiveness**

5/6/2010

5/20/2010-First Reading and Discussion

9/2/2010-Update on activity

9/16/2010-Further Discussion and adopted in concept

2/17/2011-Development of College Themes from four areas of program reviews

### **Student Services Planning Team**

9/16/2010-First Reading and Discussion

9/30/2010-Discussion and final wording via email

2/17/2011-Development of College Themes from four areas of program reviews

# Orange Coast College

## Vision 2020

### Vision Statement

Orange Coast College will be the standard of excellence in transforming lives through education.

### Mission Statement

Orange Coast College is committed to student learning and personal improvement. We provide associate degrees, transfer preparation, certificates in career and technical education, as well as instruction in basic skills and English as a Second Language. The college serves the economic and workforce development needs of the local community and develops globally aware citizens.

## OCC Educational Master Plan

### Executive Summary

Strategic Objectives and College Goals

### Supplemental Plans

Enrollment Management  
Facilities  
Finance  
Human Resources  
Technology

### Wing Plans

Administrative Services  
Instruction  
Presidents  
Student Services

### Organizational Unit Plans

Instructional Divisions  
Support Departments

### Department Program Review

Departmental Analysis  
Student Learning Outcomes

### Foundations

College Vision, Mission and Values (CLASS)  
OCC Planning Assumptions  
CCCD Strategic Plans  
Board of Trustees Goals  
Environmental Scans

# All Staff Forums Fall 2010

November 29, 12pm

November 29, 5pm

November 30, 12pm

December 1, 9am

December 1, 12pm

December 2, 12pm

## Spring 2011 Focused Topics (Held in Admin 108 unless otherwise noted)

February 24, 9am, Topic: Stewardship

March 1, 2pm, Topics: Access and Technology

March 3, 9am, Topics: Access and Technology

March 8, 12pm (Academic Senate), Topics: Student Success and Learning: Basic Skills

March 9, 12pm, Topics: Student Success and Learning: Basic Skills

March 14, 4pm Topics: Community: International and Multicultural

March 16, 12pm, Topics: Community: Human Resources, Staff Development, and Diversity

March 24, 9am, Topics: Student Success and Learning: CTE, STEM<sup>2</sup>, Online Education, and Assessment

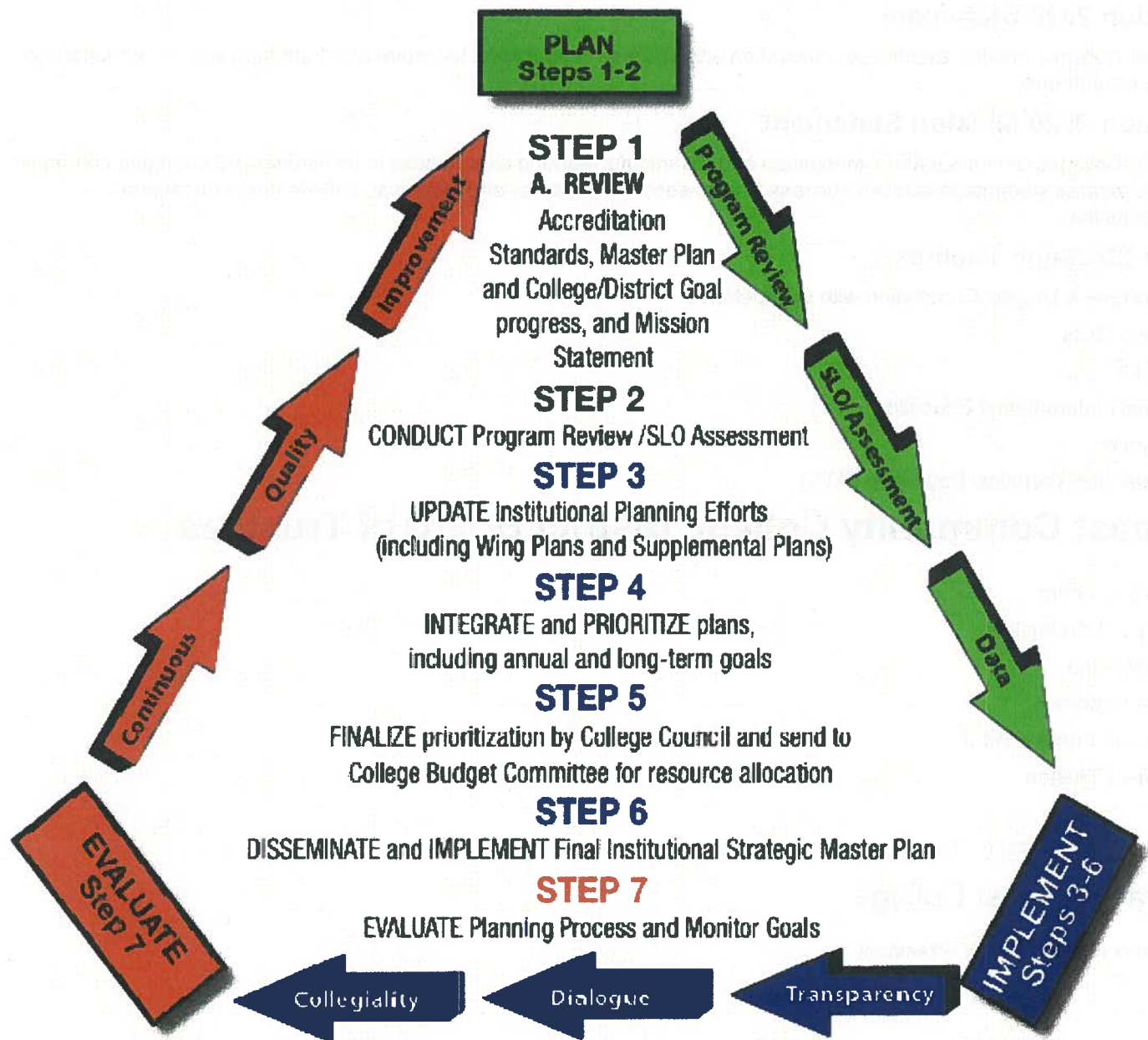
April 6, 12pm, Topic: Sustainability

### Pending scheduling:

**Student Forum (3/7 – 3/18)**

**Community Forum (3/21 – 3/25)**

# Strategic Planning Cycle



# District Information

## Vision 2020 Statement

Coast Colleges provide excellence, innovation and success in education to inspire and transform lives in our local and global community.

## Vision 2020 Mission Statement

Coast Colleges offer inspiration, innovation and meaningful learning experiences to its diverse and changing community and prepares students to achieve success in post-secondary, career and technical, and life-long educational opportunities.

## Six Strategic Themes

Certificate & Degree Completion with Competence

Basics Skills

STEM<sup>2</sup>

Global / International Education

Diversity

Career and Technical Education (CTE)

## Coast Community College District Board of Trustees

David A. Grant

Mary L. Hornbuckle

Jim Moreno

Jerry Patterson

Lorraine Prinsky, Ph.D.

Student Trustee

Ding-Jo Currie, Ph.D., Chancellor

## Orange Coast College

Dennis Harkins, Ph.D., President

## STUDENT DEMOGRAPHICS

- English is a second language for 16% of Coastline students.
- 56% of Coastline students work full-time, including 22% of all Coastline full-time enrolled students.
- More than 50% of all Coastline students are enrolled in one or more classes that are fully online or have an online component (i.e. hybrid).
- 38% of students plan to go on to attain a bachelors degree or higher.
- 65% of students are from outside the CCCD service area.
- 16% are first-time college students.
- 23% are transfers from another college.
- 57% are female.
- 43% are male.



### Student Headcount (Unduplicated Annual Headcount)

	2007/2008 school year (Summer, Fall, Spring)	2008/2009 school year (Summer, Fall, Spring)	2009/2010 school year (Summer, Fall, Spring)
<b>General Student Headcount</b>	22,128 students	22,768 students	18,930 students
<b>Military/Contract Education Headcount</b>	<i>(Not available)</i>	14,209	13,119
<b>TOTALS</b>	-	<b>36,977</b>	<b>32,049</b>

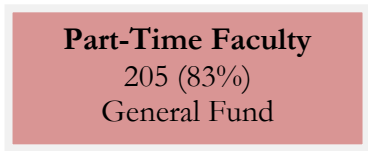
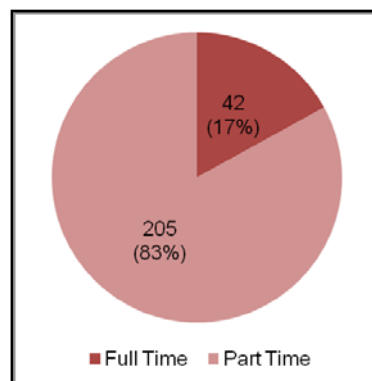
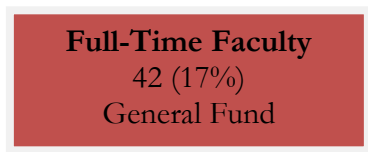
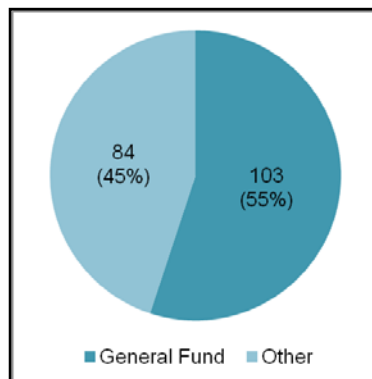
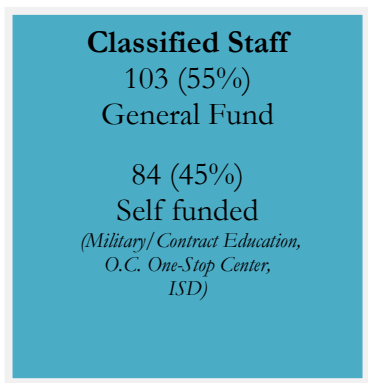
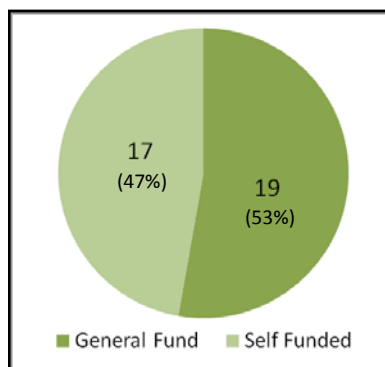
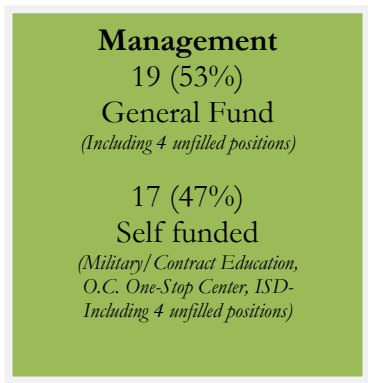


## COLLEGE FACULTY AND STAFF

Coastline Community College is a complex operation with several general fund programs and student services, extensive entrepreneurial operations, and a high-enrollment Military/Contract Education department all within a distributed campus model. The college serves more than 20,000 students a semester through its regular program (via on-site and distance education) and its Military/Contract Education operations.

However, the college organizational chart is one of streamlined efficiency. Many positions are not funded with General Fund dollars, but instead are funded through the college's entrepreneurial activities—such as position in the Instructional Systems Development (ISD) department and the Military/Contract Education department.

The following statistics are accurate as of January 2011:



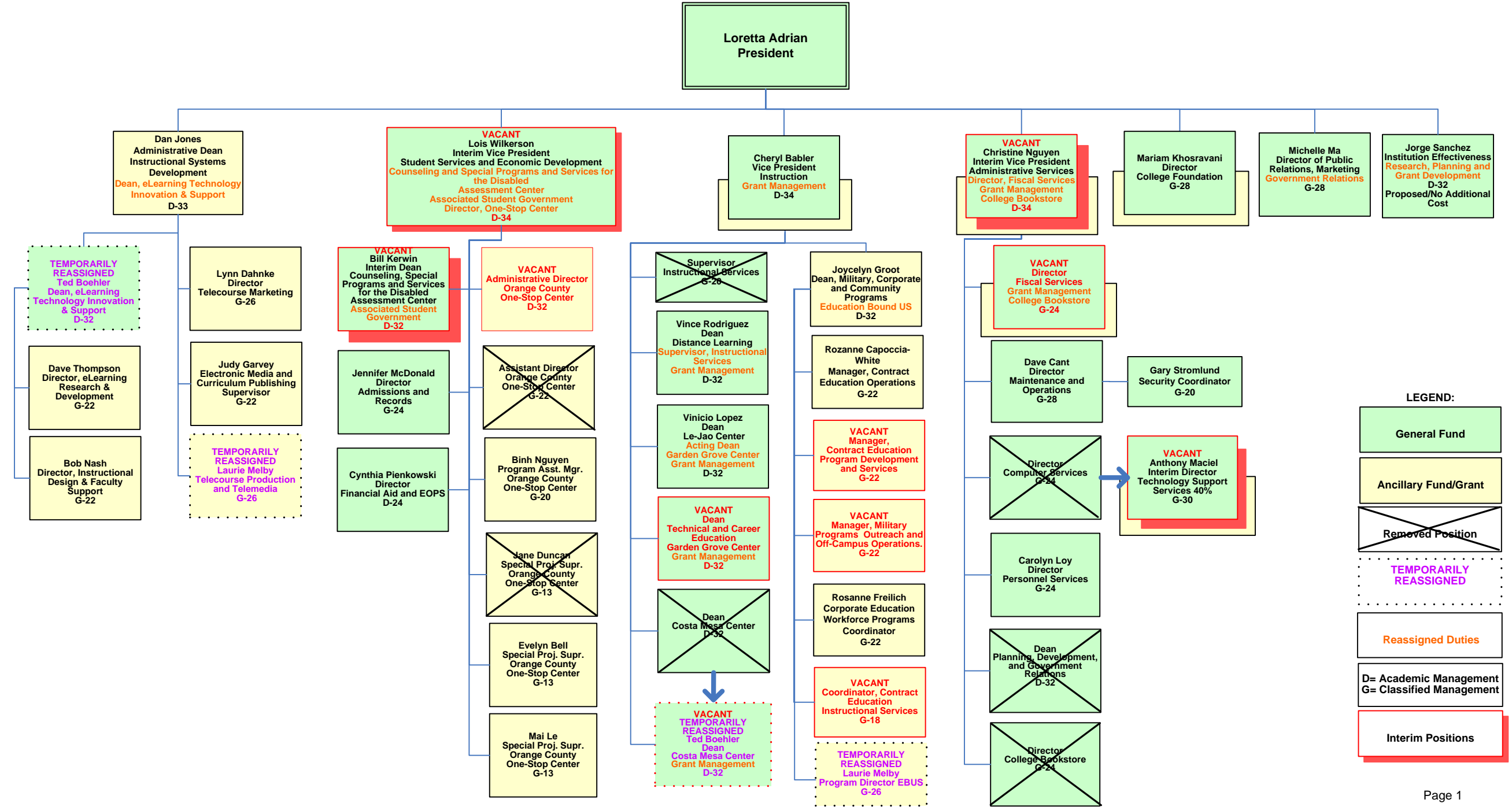


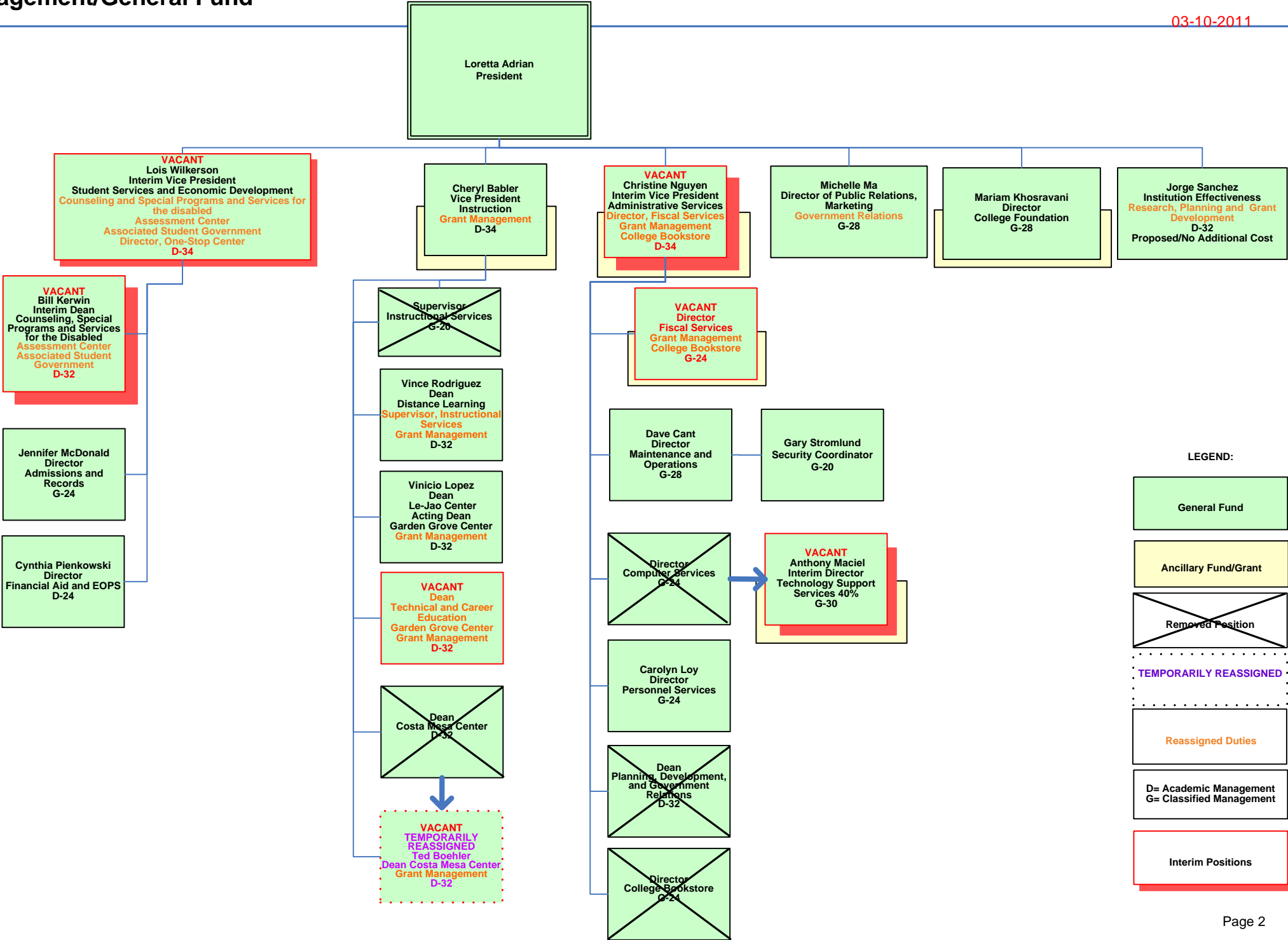
# *Coastline Community College*

*2010 – 2011*

*Organizational Charts*

<u>Office</u>	<u>Department</u>	<u>Supervisor</u>	<u>Page</u>
Executive Office	Academic/Classified Management	Loretta Adrian	1
Executive Office	Academic and Classified Management/General Fund	Loretta Adrian	2
Office of Instruction	VP of Instruction	Cheryl Babler	3
Office of Instruction	Military/Contract Education	Joycelyn Groot	4
Office of Student Services	Interim VP of Student Services	Lois Wilkerson	5
Office of Student Services	One-Stop Centers/Workforce & Economic Development	Vacant	6
Administrative Service	Interim VP of Administrative Services	Christine Nguyen	7
Instructional Systems Development	Administrative Dean	Dan Jones	8





Programs

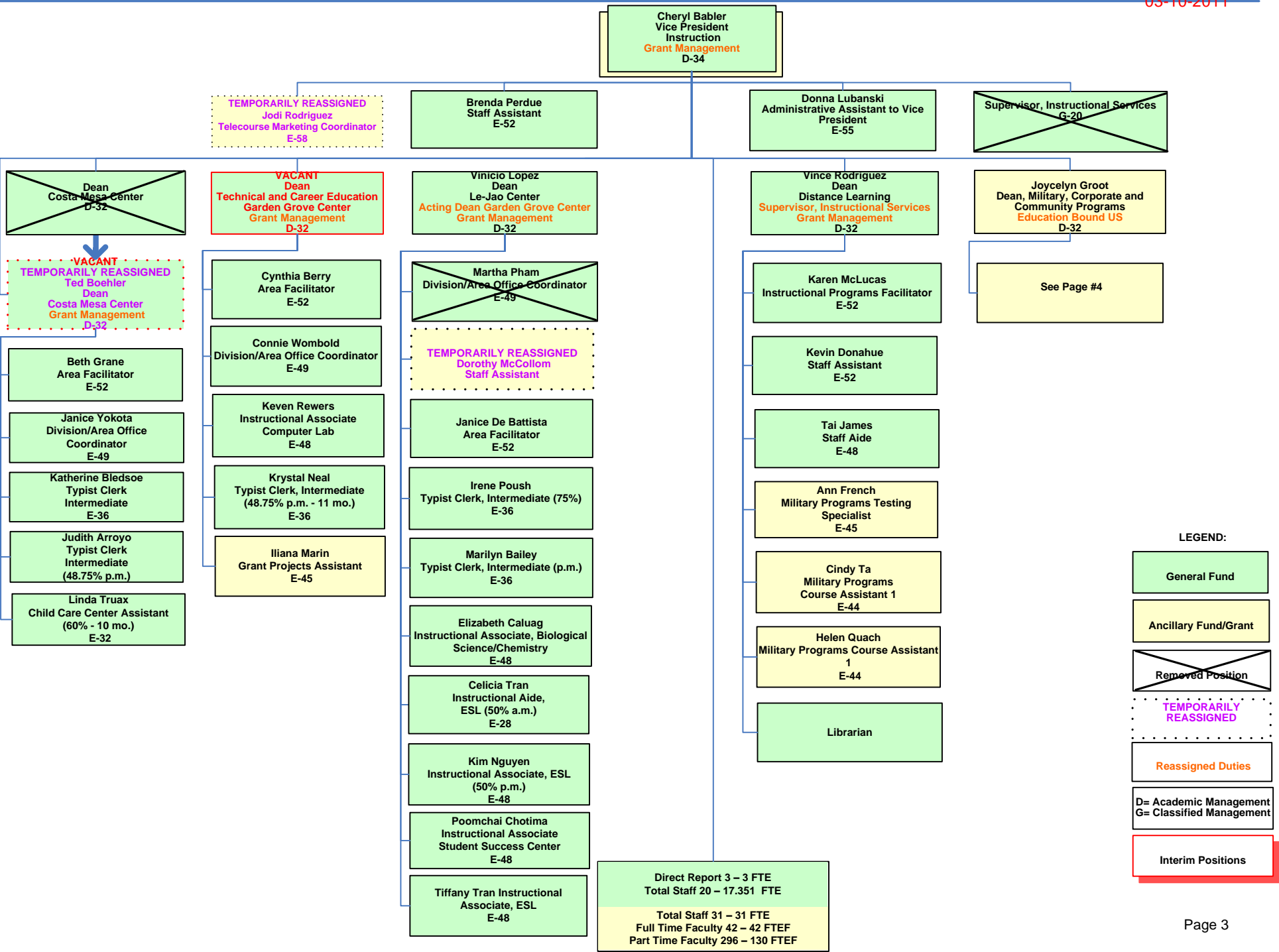
- Accreditation
- Advisory Committee
- Art Gallery
- Basic Skills
- Collective Bargaining Implementation
- Contract Education/Military\*
- Credits for College
- Curriculum
- Department Chairs
- Distance Learning
- Early College High School
- Enrollment Management
- Instructional Programs
- Instructional Research
- Instructional Services
- Professional Development
- Program Review
- Scheduling
- Student Learning Outcomes (SLO's)
- Student Success Center
- Study Abroad
- Work Based Learning

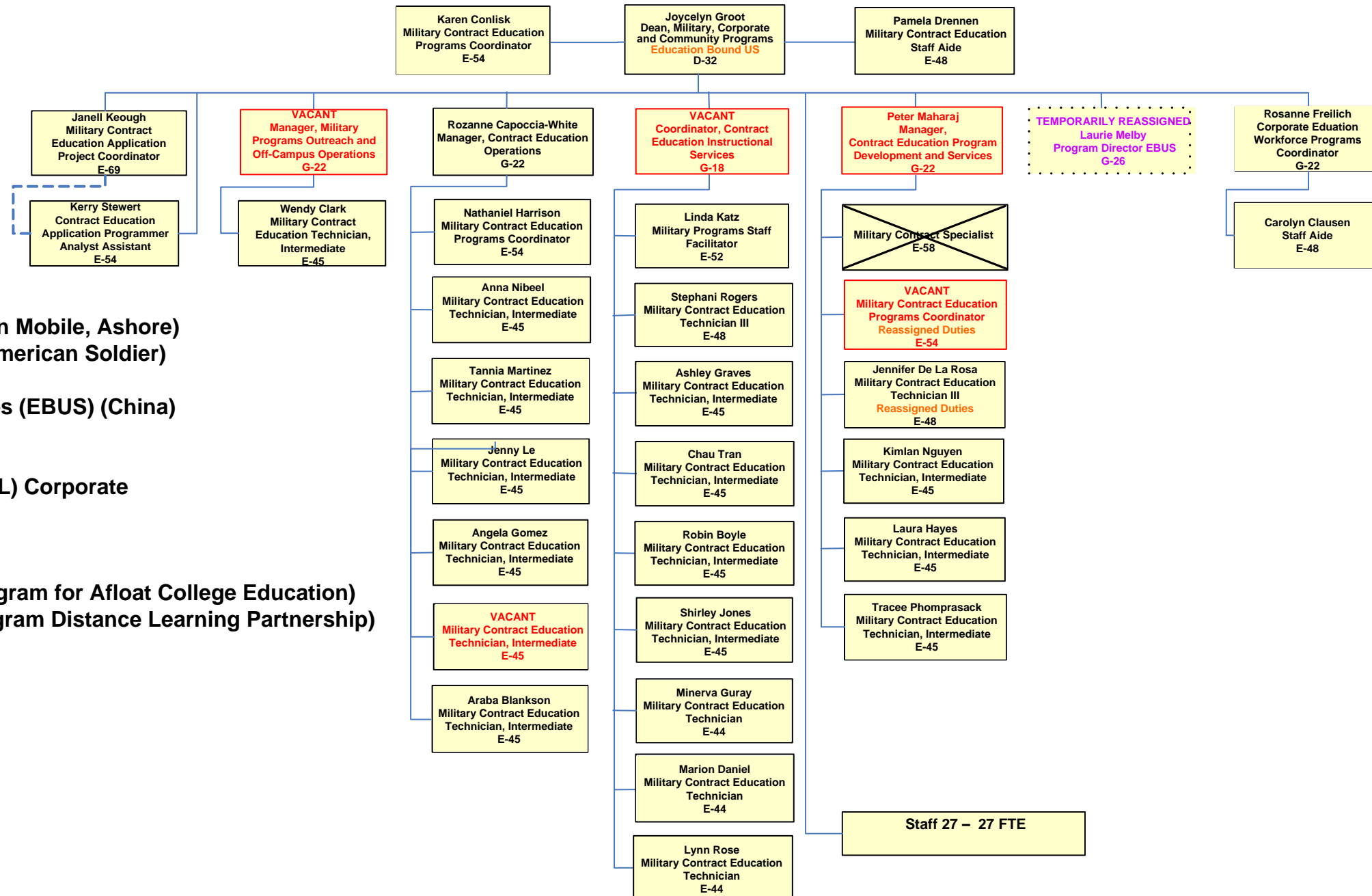
Grants

- Asian American Native American Pacific Islander Serving Institution (AANAPISI)
- Title III
- Basic Skills
- Citizenship
- English as a Second Language
- Vocational and Technical Education Act (VTEA)
- Several Business & Computer Information Systems (5)

Instructional Learning Centers

- Costa Mesa
  - Art Gallery
- Garden Grove
- Fountain Valley
- Le-Jao/Westminster





### Programs

- Air Force (GEM – General Education Mobile, Ashore)
- Army (GoArmyEd, College of the American Soldier)
- Career & Assessment Services
- CCC Education Bound United States (EBUS) (China)
- Coast Guard (Afloat and Ashore)
- Contract Education/Corporate
- English as a Second Language (ESL) Corporate
- Grants
- Military Programs
- National Guard (Ashore)
- Navy (NCPACE – Navy College Program for Afloat College Education)  
(NCPDLP – Navy College Program Distance Learning Partnership)
- Personal Digital Assistant (PDA)
- Reserves (Ashore)
- Spouses/Dependants
- USMC (Afloat and Ashore)
- Veterans
- Workforce Program



Programs

- Admission, Records & Registration
- Incarcerated Program
- International Student Program
- Veterans Program
- Assessment Center
- Associated Student Government
- Counseling Articulation, Matriculation & Resources
- Special Programs
- Student Discipline
- Student grievance processes
- Student Success Center
- Student Equity
- Grants (management & procurement)
- Program Review
- Financial Aid administration & disbursements
- Counseling of financial aid students
- Verifications
- CARE
- EOPS
- Scholarships (outside agencies)
- Sexual Harassment Officer
- ADA/Discrimination Compliance Officer

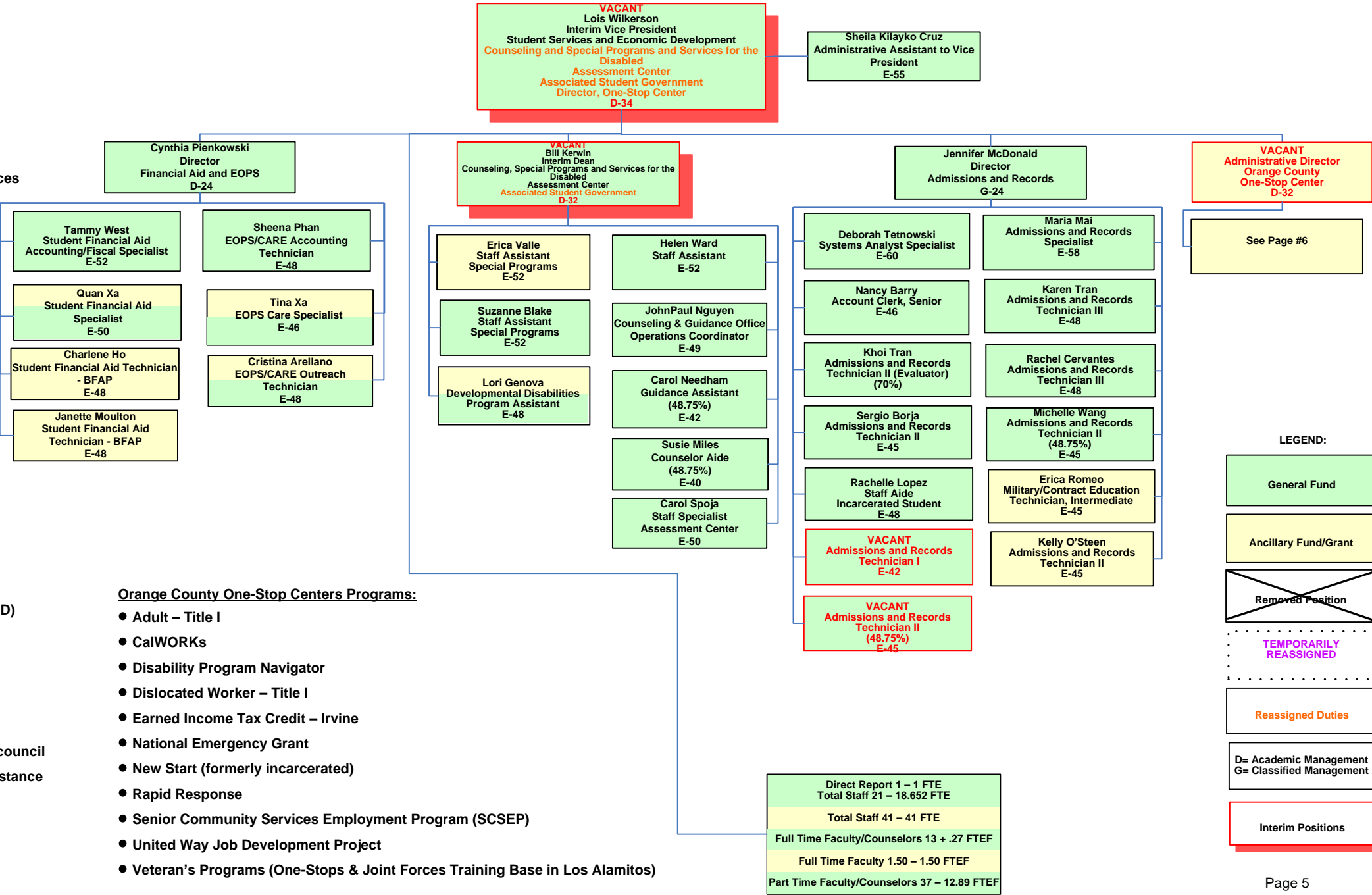
Workforce & Economic Development

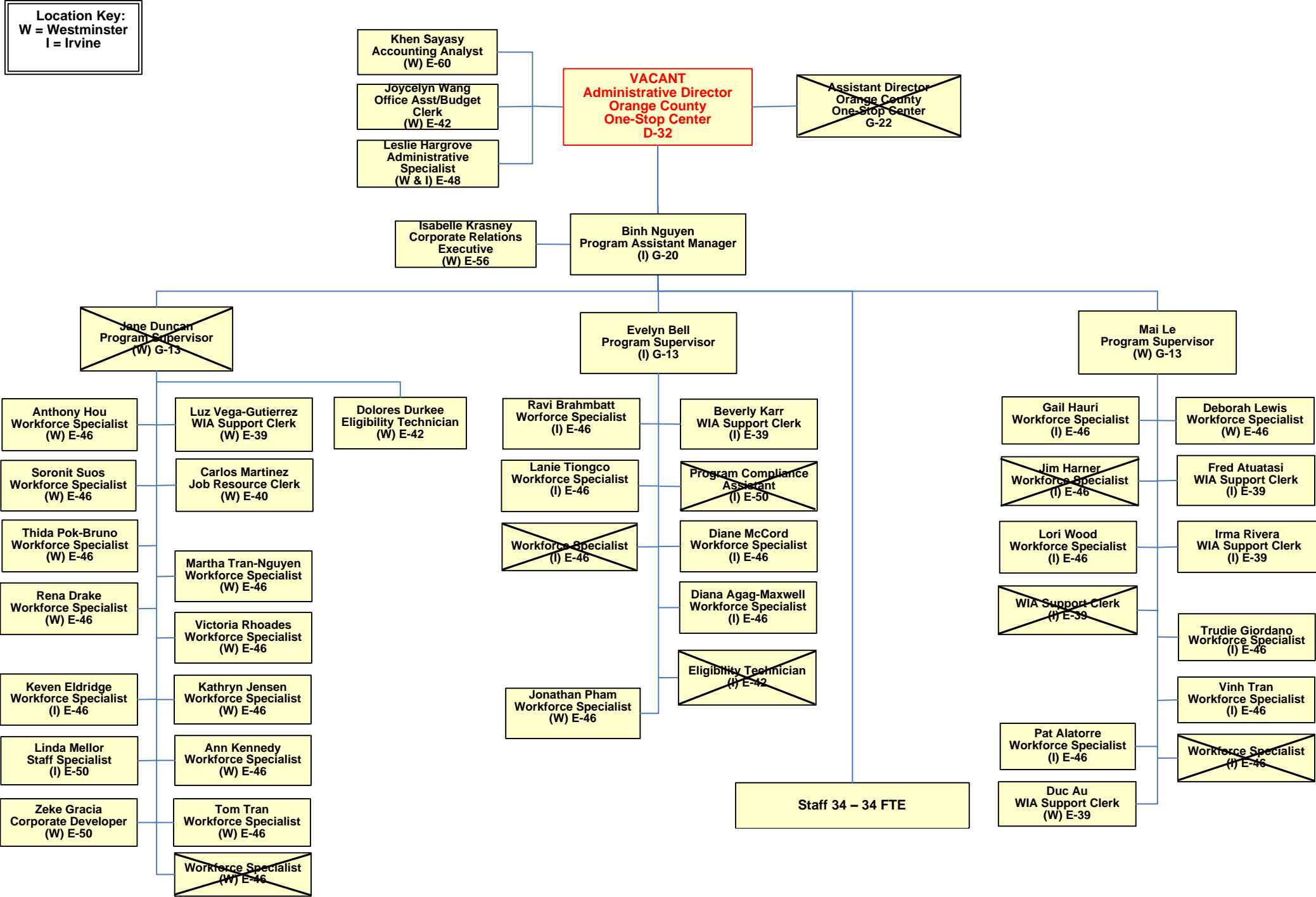
Coastline Institute for Economic Development (CIED)  
Programs:

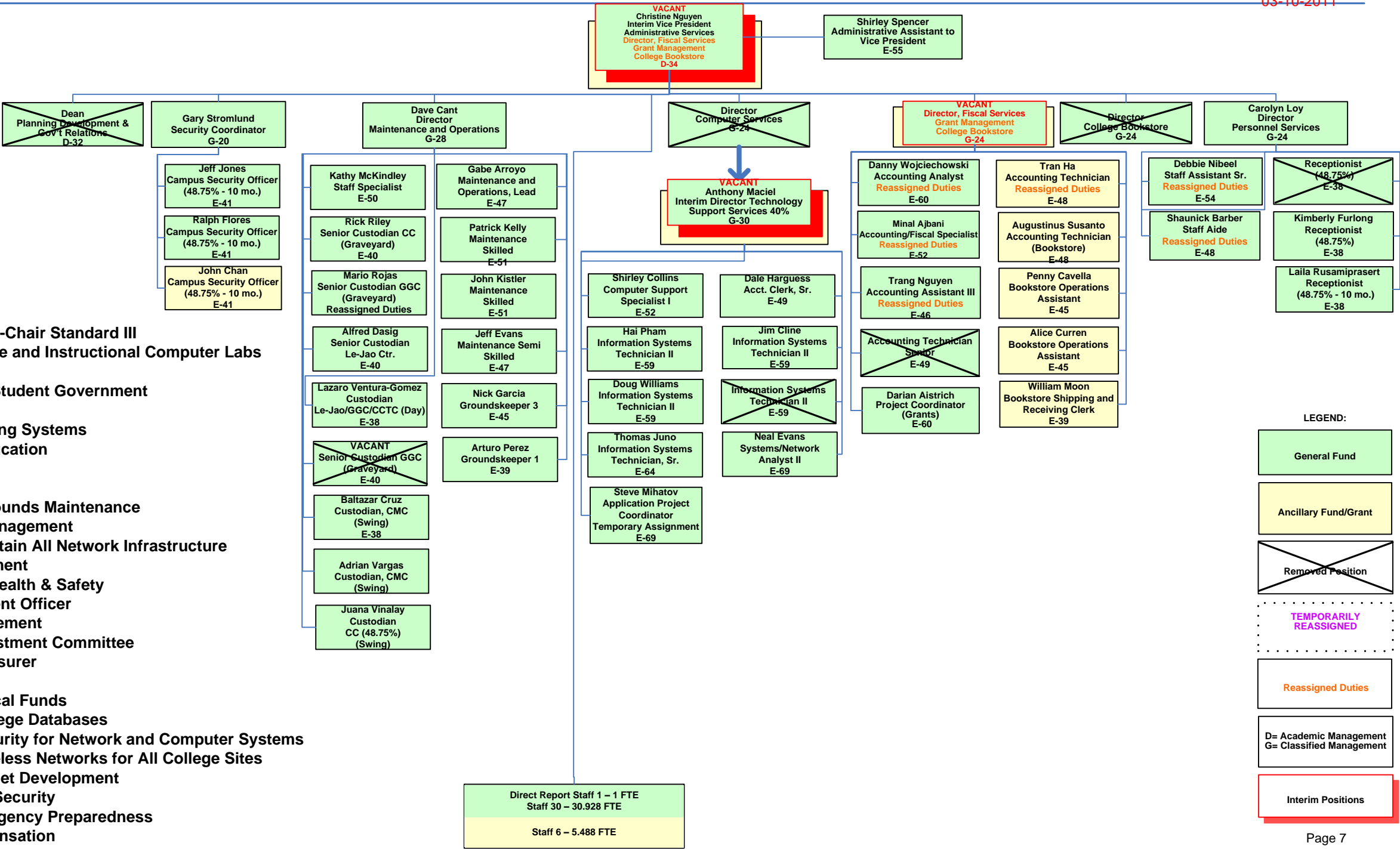
- Institute for Innovation and Entrepreneurship
- International Trade Program
- LEED training Program
- Minority Business Development
- National and state-wide economic development council
- Project Success-Rapid Response Business Assistance
- Social Enterprise Program
- Veteran's Business Development
- Women's Business Development
- Youth Business Development (CEO program)

Orange County One-Stop Centers Programs:

- Adult – Title I
- CalWORKs
- Disability Program Navigator
- Dislocated Worker – Title I
- Earned Income Tax Credit – Irvine
- National Emergency Grant
- New Start (formerly incarcerated)
- Rapid Response
- Senior Community Services Employment Program (SCSEP)
- United Way Job Development Project
- Veteran's Programs (One-Stops & Joint Forces Training Base in Los Alamitos)





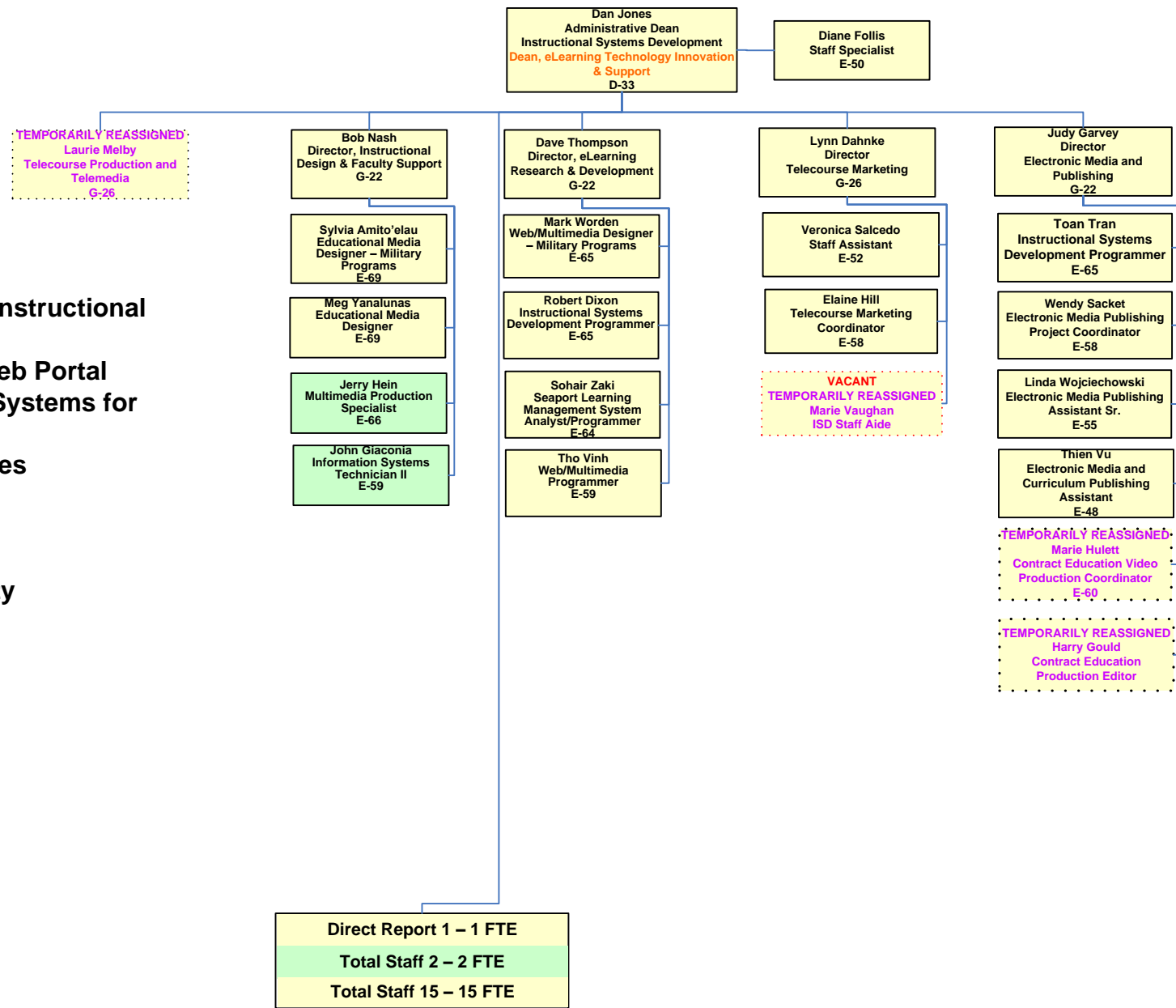


**Programs**

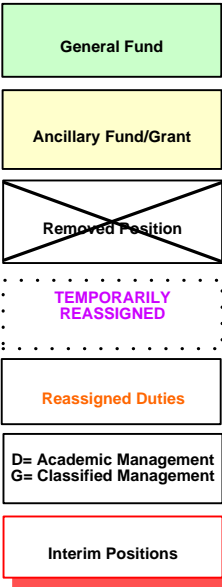
- Accreditation Co-Chair Standard III
- All Administrative and Instructional Computer Labs
- Ancillary Funds
  - Associated Student Government
  - Bookstore
  - Coast Learning Systems
  - Contract Education
  - Foundation
- Audit
- Building and Grounds Maintenance
- Construction Management
- Design and Maintain All Network Infrastructure
- Energy Management
- Environmental Health & Safety
- Equal Employment Officer
- Facilities Management
- Foundation Investment Committee
- Foundation Treasurer
- General Fund
- Grants/Categorical Funds
- Maintain All College Databases
- Maintain All Security for Network and Computer Systems
- Maintain All Wireless Networks for All College Sites
- Planning & Budget Development
- Public Safety & Security
- Safety and Emergency Preparedness
- Worker's Compensation

Programs

- Acquisition & Implementation Efforts for New Instructional Technologies
- CMS, Databases, Repository, Collaboration, Web Portal
- Manage and Coordinator Innovative Learning Systems for Coastline & National Distribution
- R&D for New & Emerging Learning Technologies
- SCORM, IMS, Learning Technology Standards
- Strategic Partnerships & Grants
- Streaming & Archiving Systems
- Technology Training & Support for CCC Faculty



LEGEND:





# DISTRICT ORGANIZATIONAL CHART

For

**Board Study Session**  
March 16, 2011

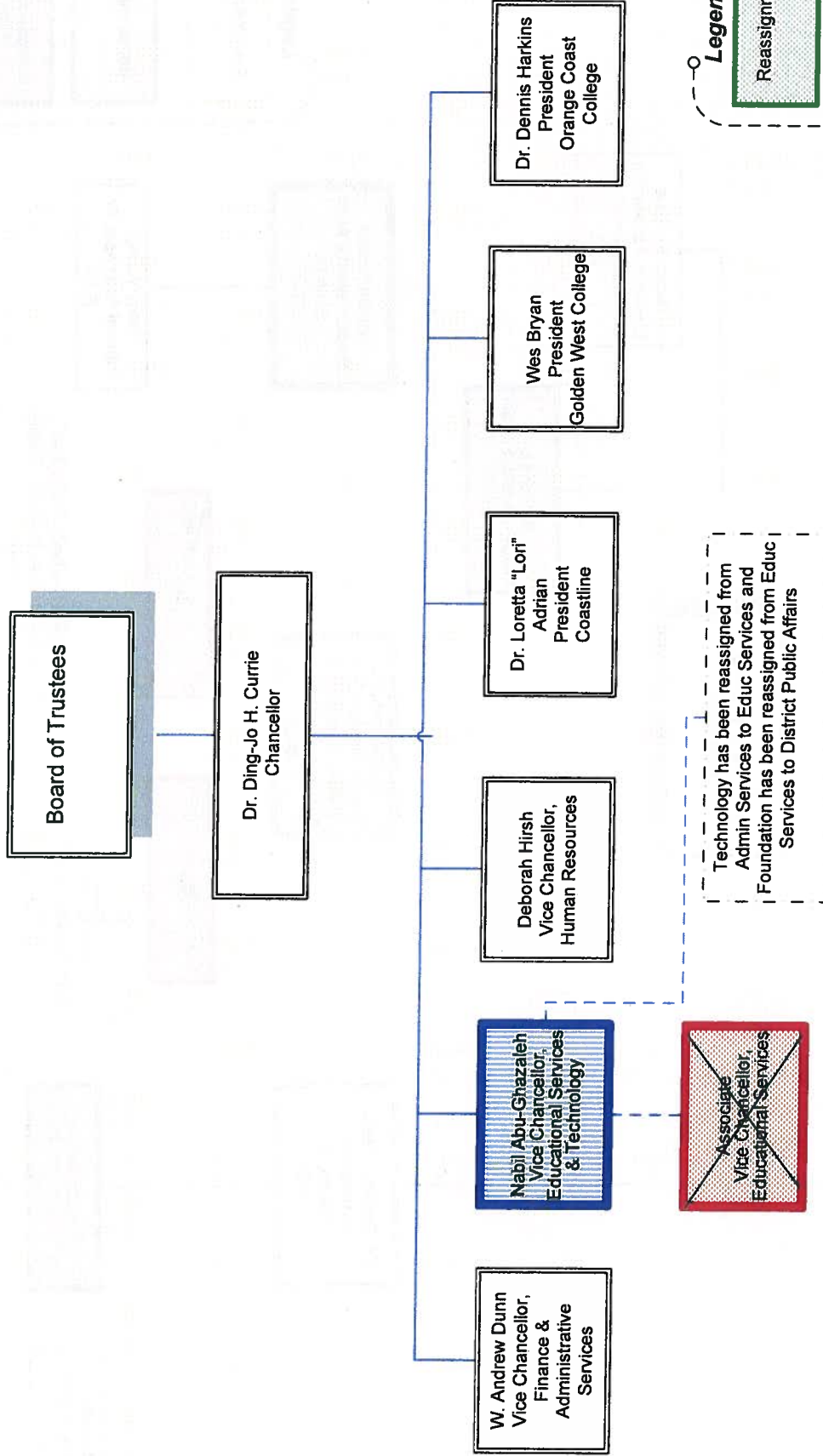
**Inspiration. Innovation. Graduation.**

# Coast Community College District Organizational Chart – Table of Contents

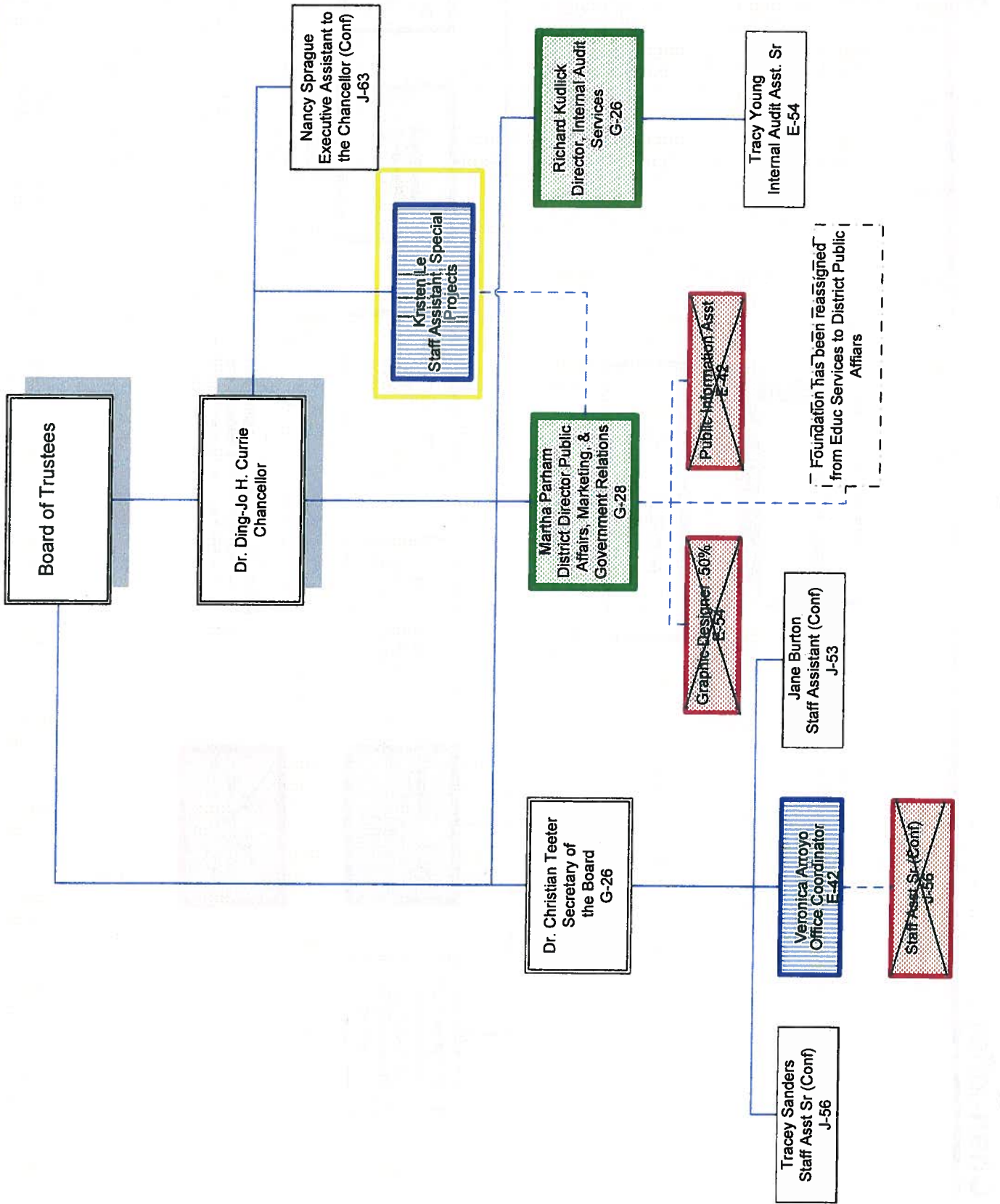
2010-2011

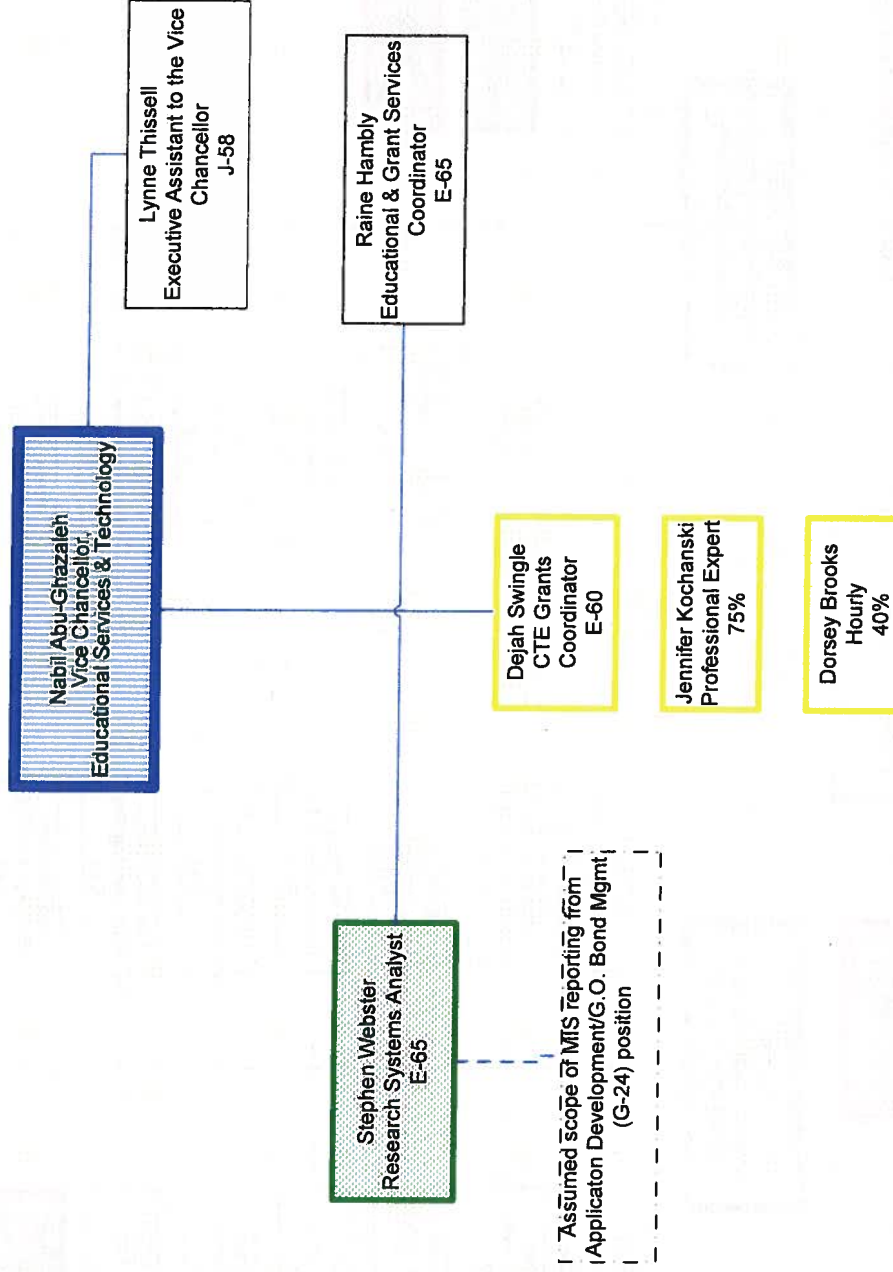
<u>Office</u>	<u>Department</u>	<u>Supervisor</u>	<u>Page</u>
Chancellor	Executive Team	Dr. Ding-Jo H. Currie	1
Chancellor's Office	Chancellor	Dr. Ding-Jo H. Currie	2
Board Office	Board of Trustees	Dr. Christian Teeter	2
Chancellor	Public Affairs/Marketing/Gov. Relations	Martha Parham	2
Chancellor	District Foundation	Martha Parham	2
Chancellor	Internal Audit	Richard Kudlik	2
<u>Office</u>	<u>Department</u>	<u>Supervisor</u>	<u>Page</u>
Educational Services & Technology	Educational Services & Technology	Nabil Abu-Ghazaleh	3
Educational Services & Technology	Technology/District Information Services	Jeff Arthur	4
Educational Services & Technology	Technology/Telecommunications/App Supp	Richard Patterson	4
Educational Services & Technology	Technology/Technical Support/Comp Oper	Don Cock	4
<u>Office</u>	<u>Department</u>	<u>Supervisor</u>	<u>Page</u>
Finance & Administrative Services	Finance & Administrative Services	W. Andrew Dunn	5
Finance & Administrative Services	Fiscal Affairs	Kim Allen	6
Finance & Administrative Services	Financial Aid	Kim Allen	6
Finance & Administrative Services	Accounting/Budget	Wanda Doty	6
Finance & Administrative Services	Accounts Payable/Purchasing/Transportation	John Eriksen	6
Finance & Administrative Services	Payroll	Daniela Thompson	6
Finance & Administrative Services	Risk Services	Jerry Marchbank	7
Finance & Administrative Services	District Facilities/Maintenance/EHS	Jerry Marchbank	7
<u>Office</u>	<u>Department</u>	<u>Supervisor</u>	<u>Page</u>
Human Resources	Human Resources	Deborah D. Hirsh	8
Human Resources	Human Resources	Donna Waldfoegel	8
Human Resources	Recruitment /Mailroom /Dist Reception	Shannon O'Connor	8
Human Resources	Employee Benefits/Records	Geri Wile	8





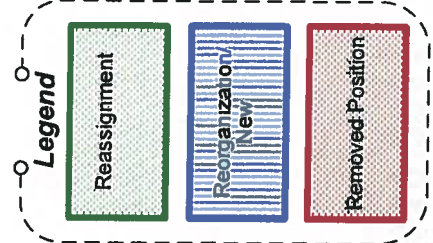
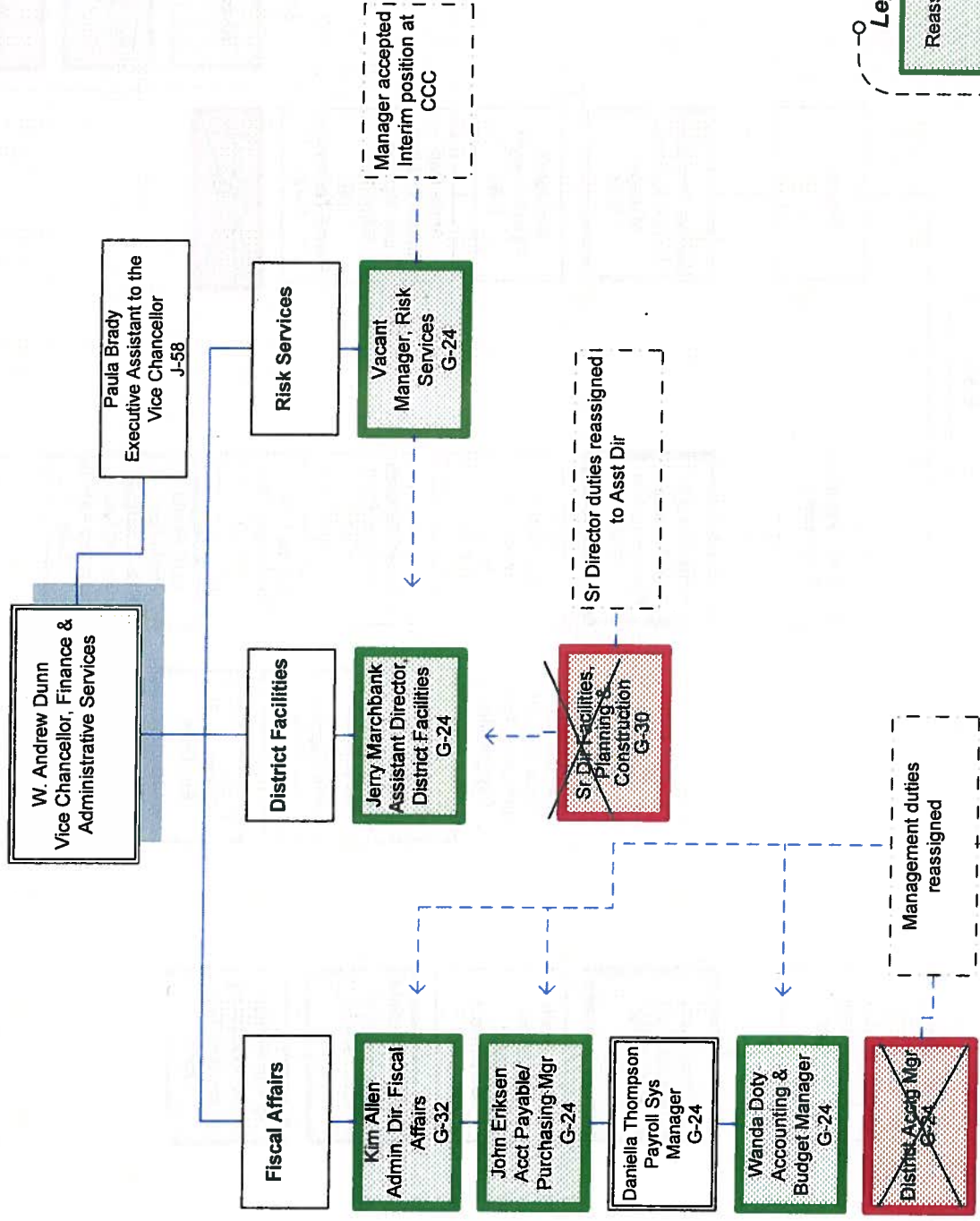


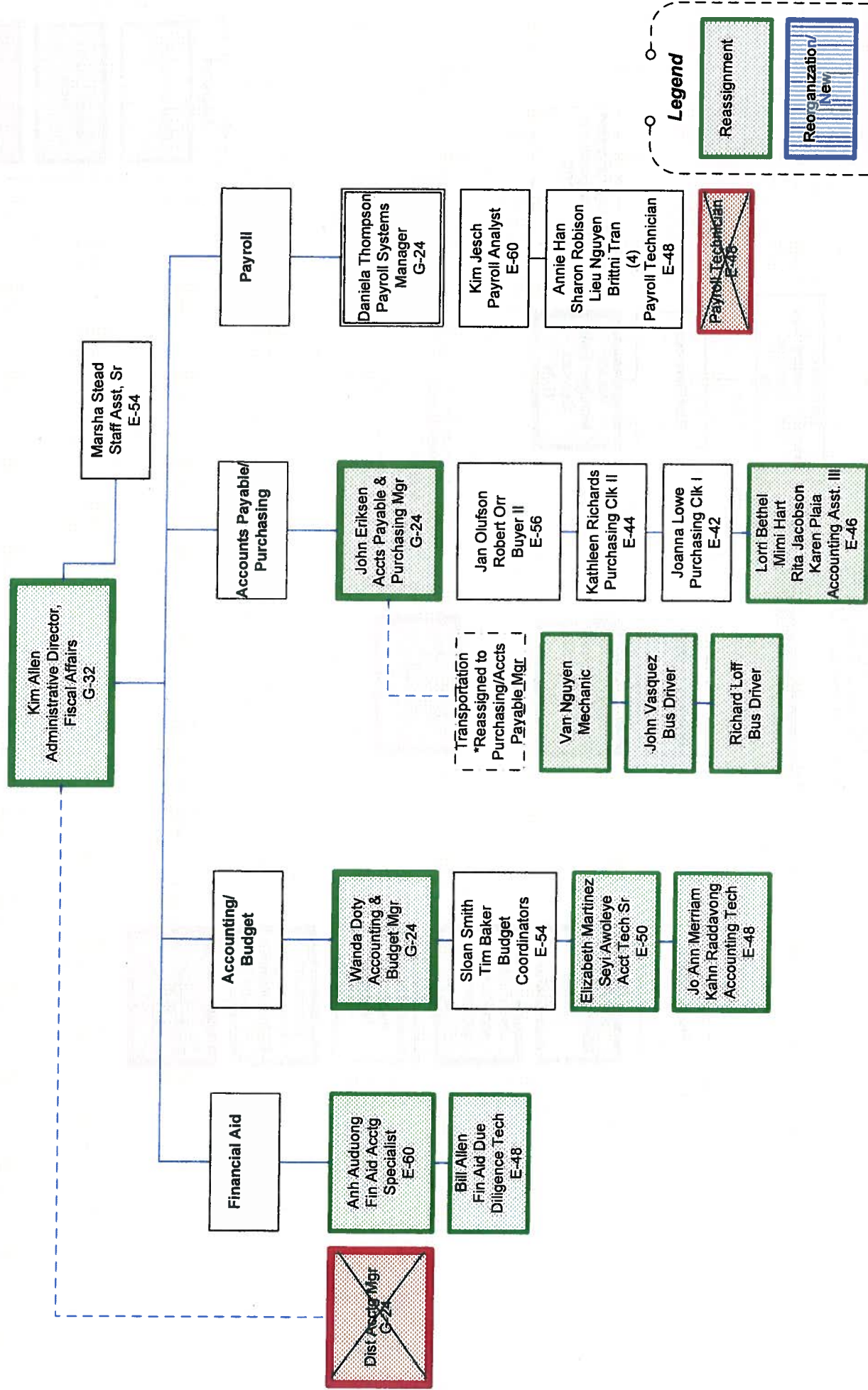




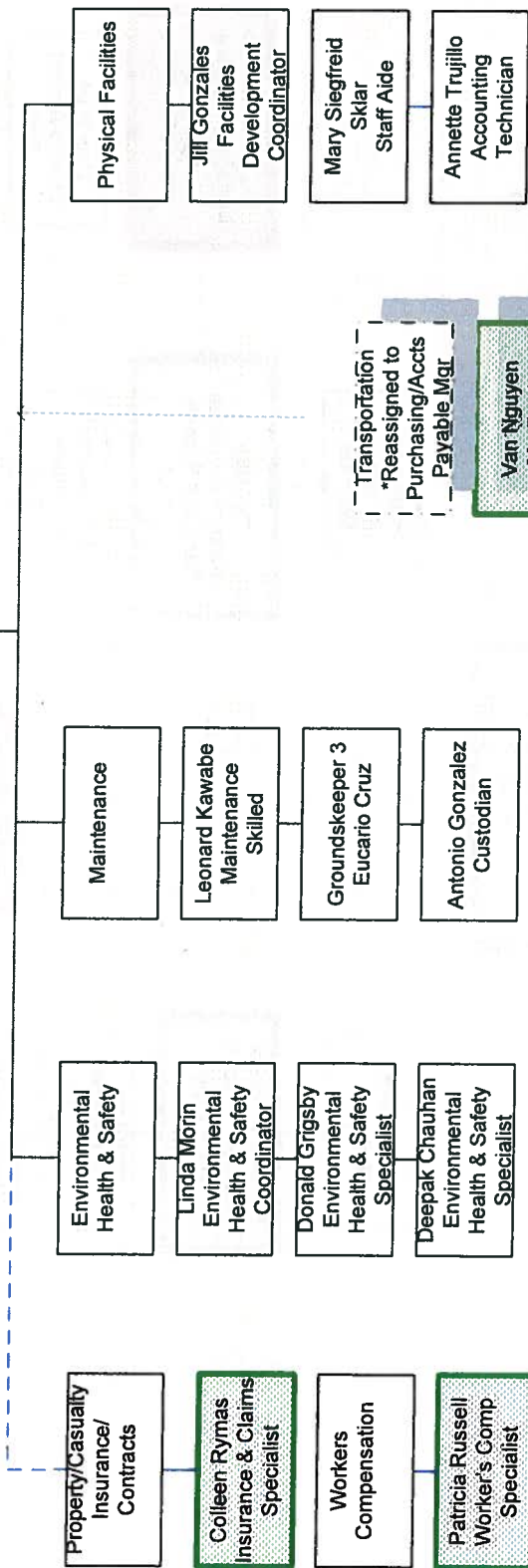








**Jerry Marchbank**  
Asst. Director, District  
Facilities

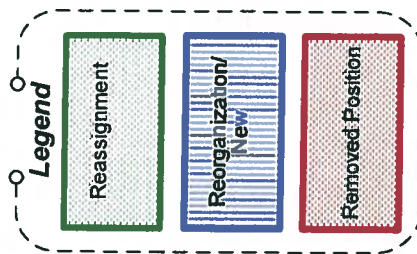


Transportation  
Reassigned to  
Purchasing/Accts  
Payable Mgr

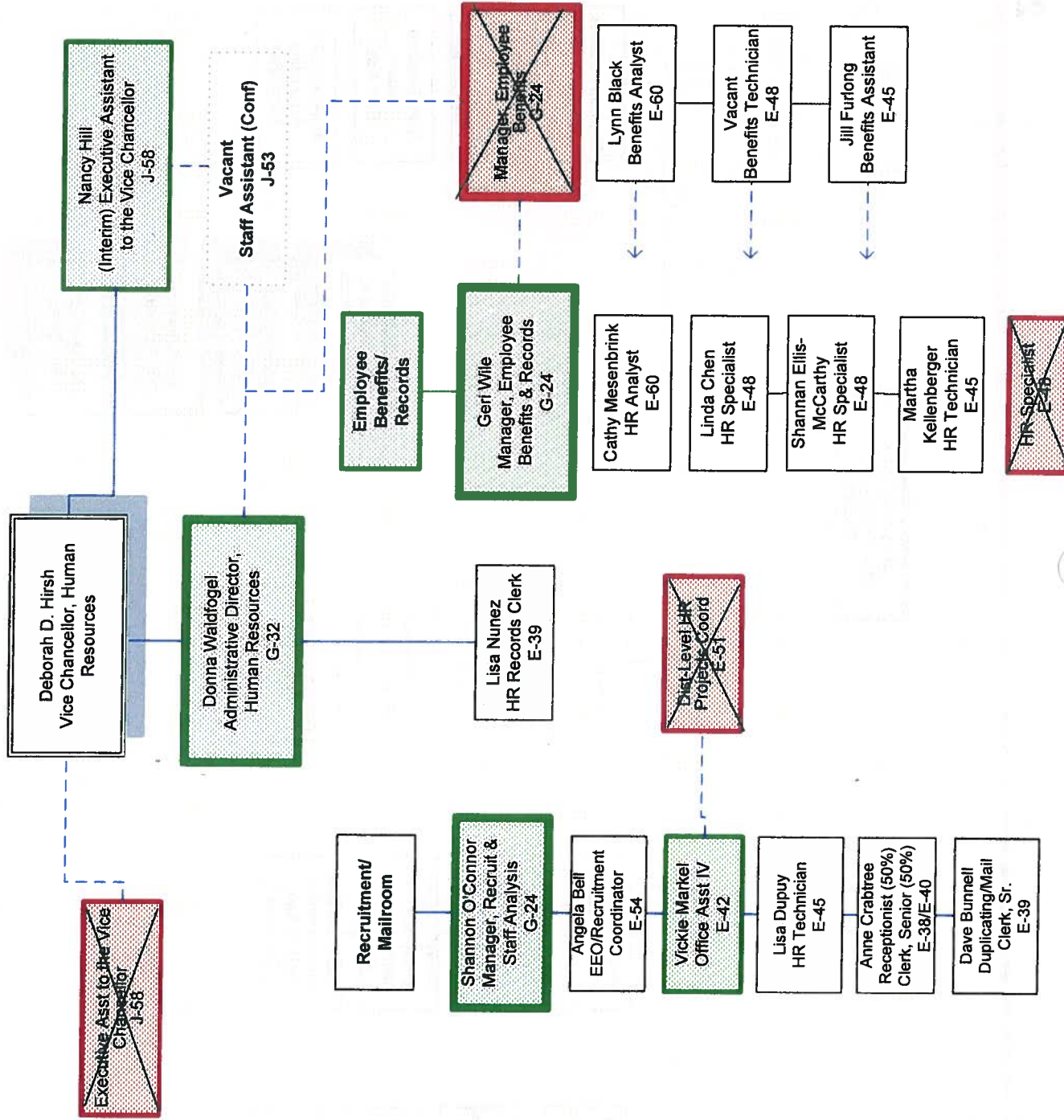
Van Nguyen  
Mechanic

John Vasquez  
Bus Driver

Richard Loff  
Bus Driver









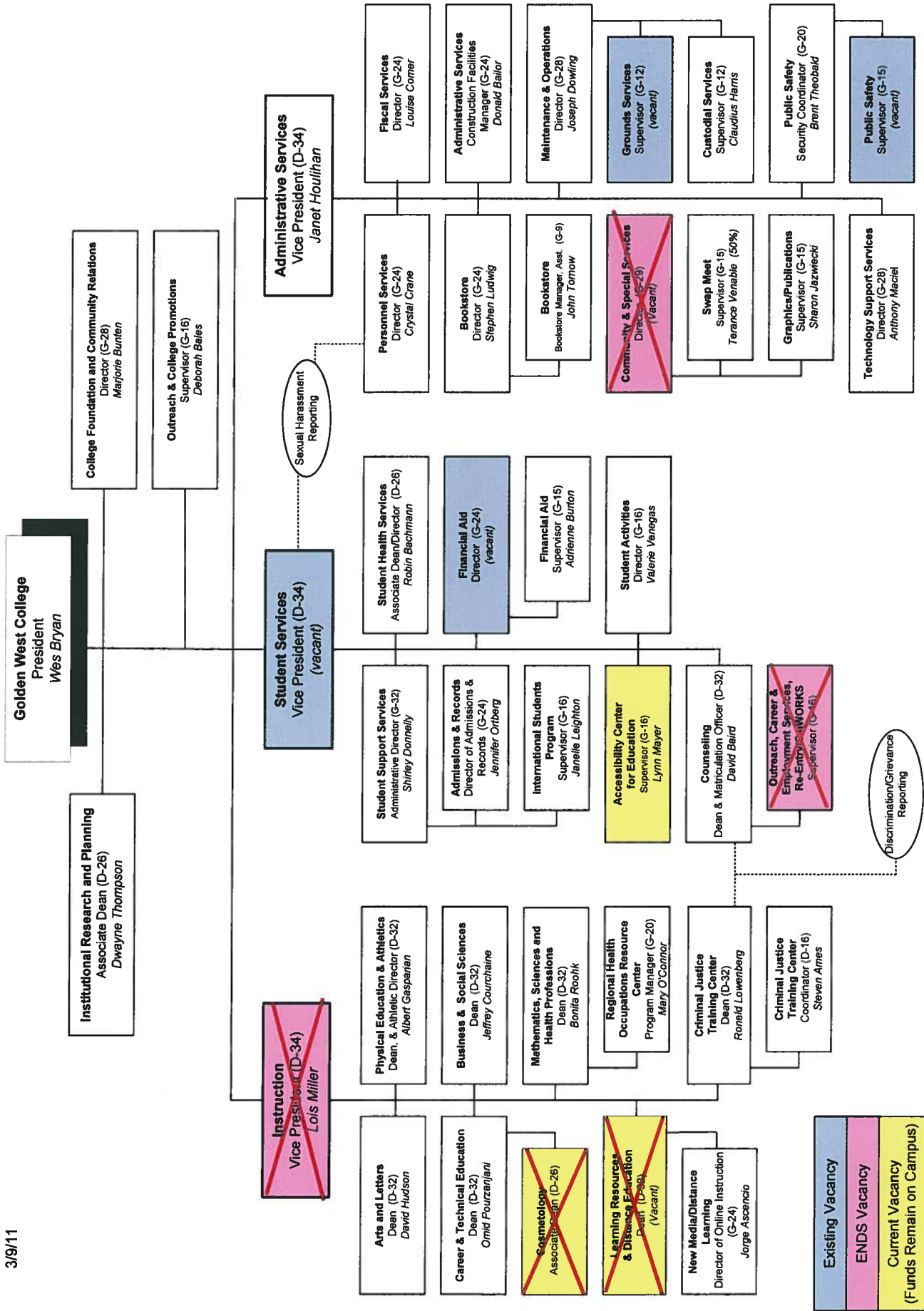


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**GOLDEN WEST COLLEGE  
REORG PLAN**

**MARCH 9, 2011**

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## Administrative Positions 2009-2010

Existing Vacancy
ENDS Vacancy
Current Vacancy (Funds Remain on Campus)

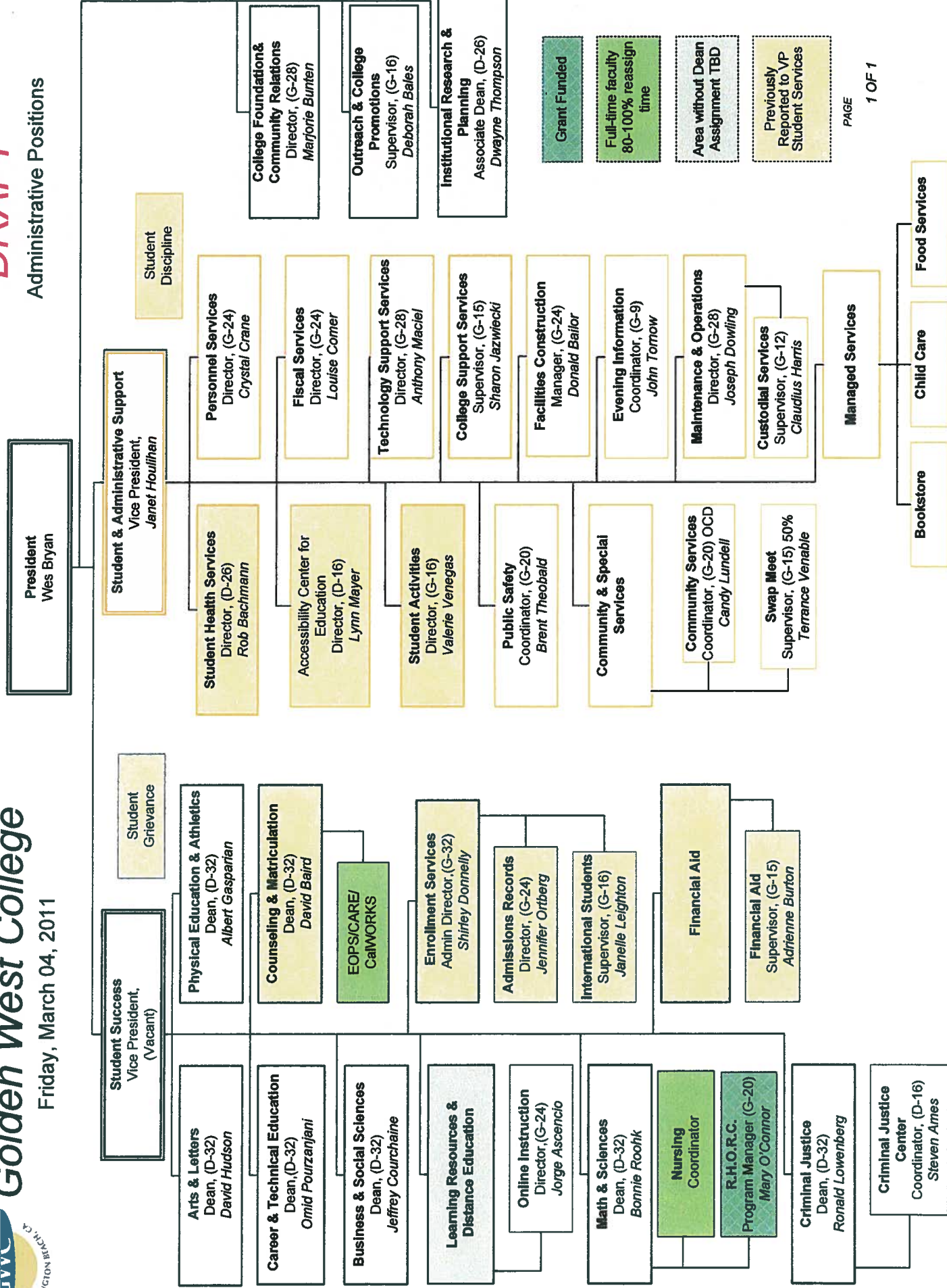


# Golden West College

Friday, March 04, 2011

**DRAFT**

## Administrative Positions



**DRAFT**

**GOLDEN WEST COLLEGE  
VICE PRESIDENT OF STUDENT SUCCESS**

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<b>Position Description:</b>	<b>Vice President of Student Success</b> Contract, Full-time, Educational Administrator position.
<b>Location:</b>	<b>Golden West College</b>
<b>Anticipated Start Date:</b>	<b>To be arranged (Spring 2011)</b>

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**The Position**

Golden West College seeks an exemplary, experienced, and visionary leader who embraces the community college mission and is committed to student learning and success. This is a contract, twelve month per year, educational administrator position reporting to the President of the College. Under the general direction of the President, the Vice President of Student Success promotes the goal of integrating instruction, student services, and college support services. This Vice President will be actively involved in college-wide issues, and supervise and direct staff who oversee the programs under his/her area of responsibility and ensure that all constituencies of the college are represented and advocated for equally.

**Desired Leadership Qualities and Characteristics**

**An Experienced and Thoughtful Leader**

1. A leader who supports, respects, empowers and encourages the contributions of all students, faculty, staff and management;
2. A proven administrator and manager who values equity and openness, and whose management style reflects those principles;
3. An experienced administrator with demonstrated ability to balance between hands-on management and delegating responsibilities, while staying actively involved in all areas of responsibility;
4. An innovative thinker who demonstrates flexibility and creativity in problem solving;

**A Strong Communicator**

5. An individual who is approachable, inclusive, and visible on campus and in the community;
6. A team builder who demonstrates strong employee relations skills and encourages professional development for faculty, staff, and managers;
7. An effective communicator who listens openly and carefully;

**A Student-Centered Approach**

8. An experienced educator who understands the student perspective and fosters an atmosphere that supports students in achieving their academic and personal goals
9. A strong advocate and champion for student success who possesses the ability to defend his/her convictions at all levels of the campus structure;
10. A manager with proven fiscal experience who is committed to a student-centered approach;

**GOLDEN WEST COLLEGE  
VICE PRESIDENT OF STUDENT SUCCESS**

**Representative Duties**

1. Serve as an educational leader of the College by providing leadership for innovative student learning, student support and development programs and processes.
2. Provide leadership and expertise in assessing, identifying, formulating, and aiding in implementing the College mission and goals; provide leadership for the continued evaluation and improvement of instruction, student services, and college support programs.
3. Maintain liaison with District personnel; maintain liaison with state colleges, universities, and other community colleges on matters relating to instruction, student development and college support services.
4. Coordinate and supervise preparation of the schedule of classes, college catalog, course outlines and related materials.
5. Prepare and maintain an educational master plan and support institutional research related to student learning, development, and outcomes, provide leadership in developing and implementing college curriculum and evaluating and reviewing new and revised programs to reflect changing needs.
6. Participate in the hiring, evaluation, performance intervention, and retention of staff members in instructional, student services, or college support services programs as needed and make appropriate recommendation to the College President.
7. Coordinate and direct a comprehensive instructional program including counseling, EOPS, arts and letters, career and technical education, cosmetology, learning resources, distance education, new media, criminal justice, mathematics, sciences, nursing, business, social sciences, physical education, athletics, and health.
8. Coordinate with other Vice President to provide a comprehensive student services program.
9. Coordinate with other Vice President to provide a comprehensive administrative services program.
10. Coordinate the preparation, submission, and administration of assigned instructional, student services and college support services operating budgets..
11. Provide leadership and skill in community resource development.
12. Develop, implement, and evaluate program review and planning strategies for instructional areas and divisions of the college, integrating planning with budgeting.
13. Represent the college as assigned on all appropriate district committees.
14. Oversee enrollment management, program review, and utilize institutional research as appropriate.
15. Coordinate instructional matters such as scheduling, curriculum, and accreditation through the appropriate offices at the college, district, and state levels.
16. Oversee the implementation of collective bargaining agreements within assigned Divisions/Departments.

**GOLDEN WEST COLLEGE  
VICE PRESIDENT OF STUDENT SUCCESS**

17. Perform other duties as assigned.

**Minimum Qualifications**

(Reference: Title 5, "Minimum Qualifications for Faculty and Administrators")

1. Must meet one of the following qualifications under (a) through (c)
  - a) Possession the California Community College Administrative Credential.
  - b) Possession of a Master's Degree from an accredited institution and at least one year of formal training, internship, or leadership experience reasonably related to the administrative assignment.
  - c) Education and experience that is at least equivalent to the above. Candidates making application on the basis of equivalency must submit the attached Equivalency Determination Form in addition to all other required materials.
2. Qualified to teach in one of the District's instructional programs.
3. Sensitivity to the challenges of the disabled and an understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students.

**Desirable Qualifications**

Community College Experience

1. Evidence of three years of successful full-time college faculty instructional experience (counselors and librarian instruction is applicable).
2. Evidence of knowledge of state and national educational issues, trends, and budgeting processes.
3. Evidence of knowledge of Federal and State regulations, including the California Education Code and Title 5.

Leadership

4. Three years full-time administrative experience at a division dean/department chair level or higher.
5. Administrative experience in and demonstrated advocacy for instruction and student services.
6. Leadership ability to fulfill the college's mission, institutional goals and objectives in a participatory/collegial governance setting.
7. Leadership consistent with the ethics, values, mission, and goals of the College.
8. Leadership experience in a participatory/collegial governance setting.

Planning/Institutional Effectiveness

9. Evidence of success in strategic planning, program/curriculum development and budgeting.
10. Evidence of success in enrollment management, program review, Student/Service Learning Outcomes (SLO's) including experience in the assessment process, and applications of institutional research.

Professional Development

11. Possession of an earned doctorate from an accredited institution.
12. Evidence of participation in educational associations and commitment to his/her own professional development.

**GOLDEN WEST COLLEGE  
VICE PRESIDENT OF STUDENT SUCCESS**

**Human Relations**

13. Experience in a collective bargaining environment.
14. Working knowledge of student discipline, student grievance, and student sexual harassment process matters.

**Technology**

15. Evidence of experience integrating technology into college instructional and student services programs.

**Community Relations**

16. Evidence of experience securing external funding sources.
17. Experience in community relations and outreach.

**Physical Demands**

- The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- The work environment characteristics are representative of those an employee encounters while performing the essential functions of this job.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- A detailed list of physical demands and work environment is on file and will be provided upon request.

**Application Requirements**

To be considered for employment applicants must submit a complete application packet. A complete application packet includes:

- A completed District Application Form (Certificated).
- An Equivalency Determination Form, if applicable.
- A current resume of professional experience, educational background and other pertinent information.
- A cover letter.
- A separate attachment describing how the applicant meets the "Desired Leadership Qualities and Characteristics" and "Desired Qualifications" as detailed in the job announcement. The applicant may also include other professional experiences that are applicable. The applicant is requested to cite specific examples. (Not to exceed 7 pages.)



**GOLDEN WEST COLLEGE  
VICE PRESIDENT OF STUDENT SUCCESS**

**TIMELINE  
As of March 9, 2011**

Discussed VP of Student Success job description and 2 VP model at PAC, AIC, P&B, and the Academic Senate meetings	November, 2010 – present
Began to form the hiring committee for the VP of Student Success with constituent representation. All member of the committee have now been submitted.	February, 2011
Reorg plan and VP of Student Success job description will be presented to the Board of Trustees	March 16, 2011 Study Session
Reorg plan and VP of Student Success job description will be presented to the Board Personnel Committee	March 17, 2011
*New committee structure will be adopted and implemented	Late spring, 2011
*2011-12 budgets will be built based on the 2 VP model	Late spring, 2011
*Hiring committee will review the VPSS job description	Committee has been formed and the first meeting is currently being scheduled
*Job announcement will be advertised	April, 2011
*Position will commence	July 1, 2011

\*Pending Board approval for external recruitment.

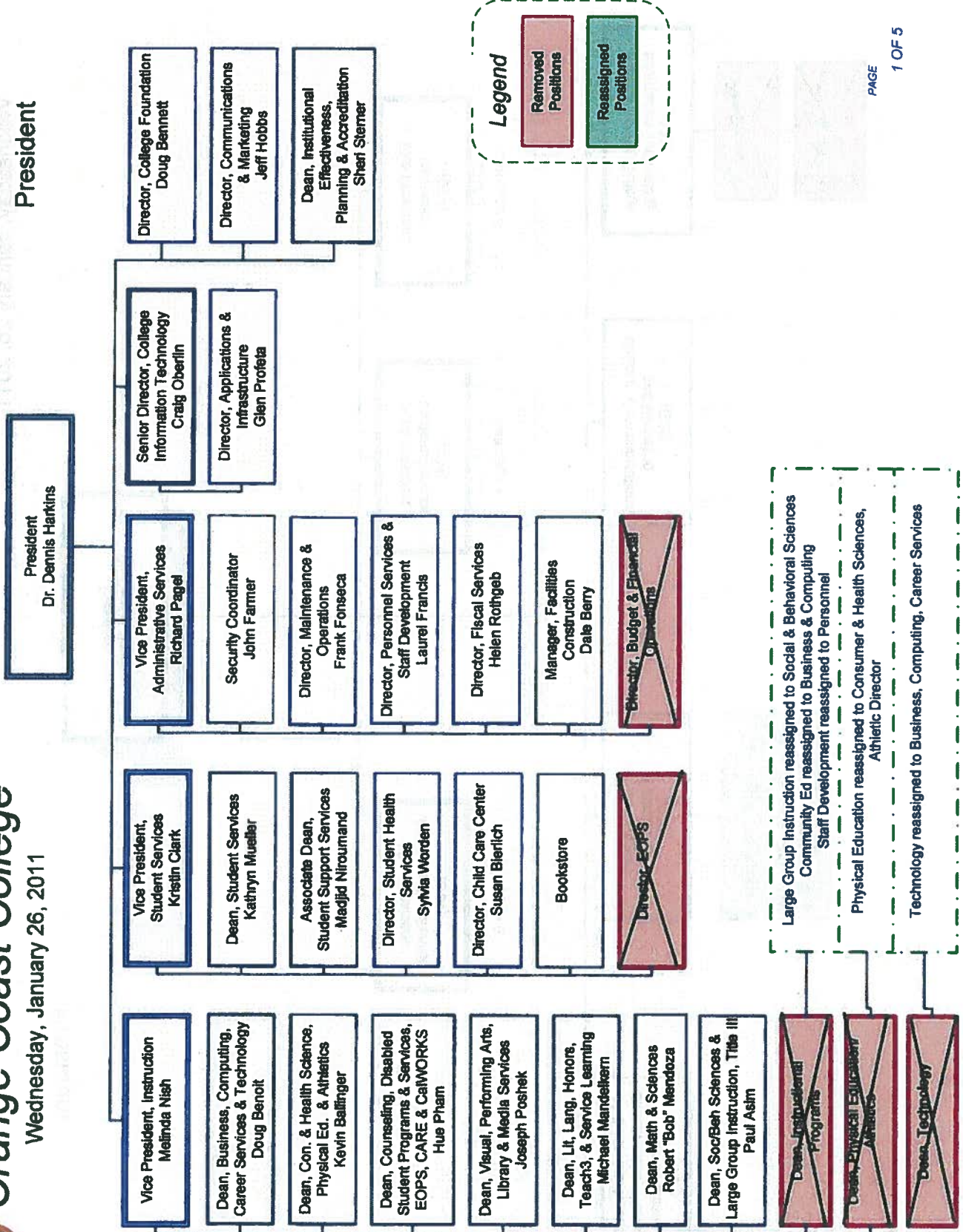


# Orange Coast College

Wednesday, January 26, 2011

**DRAFT**

President

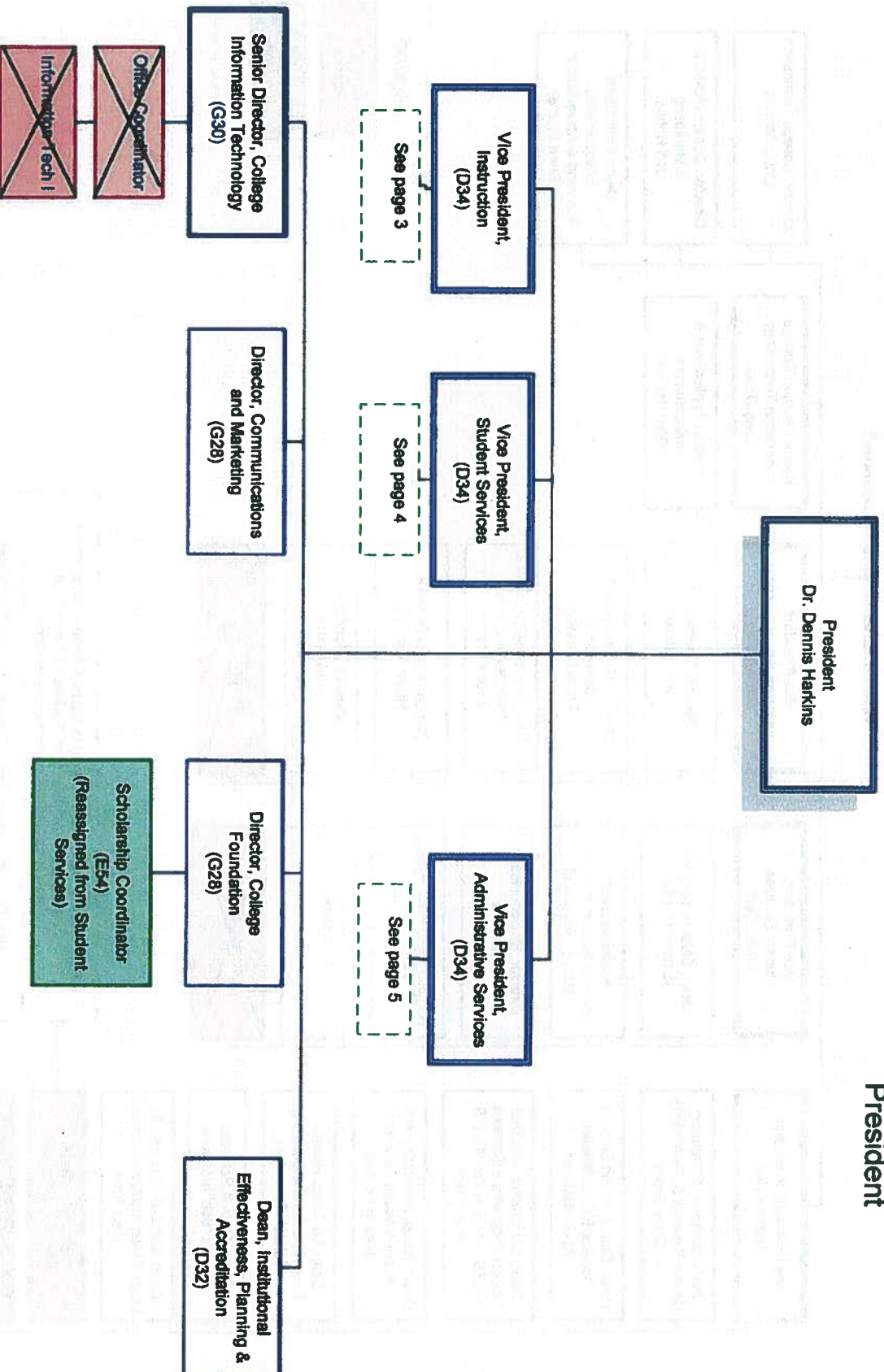




# Orange Coast College

Wednesday, January 26, 2011

President



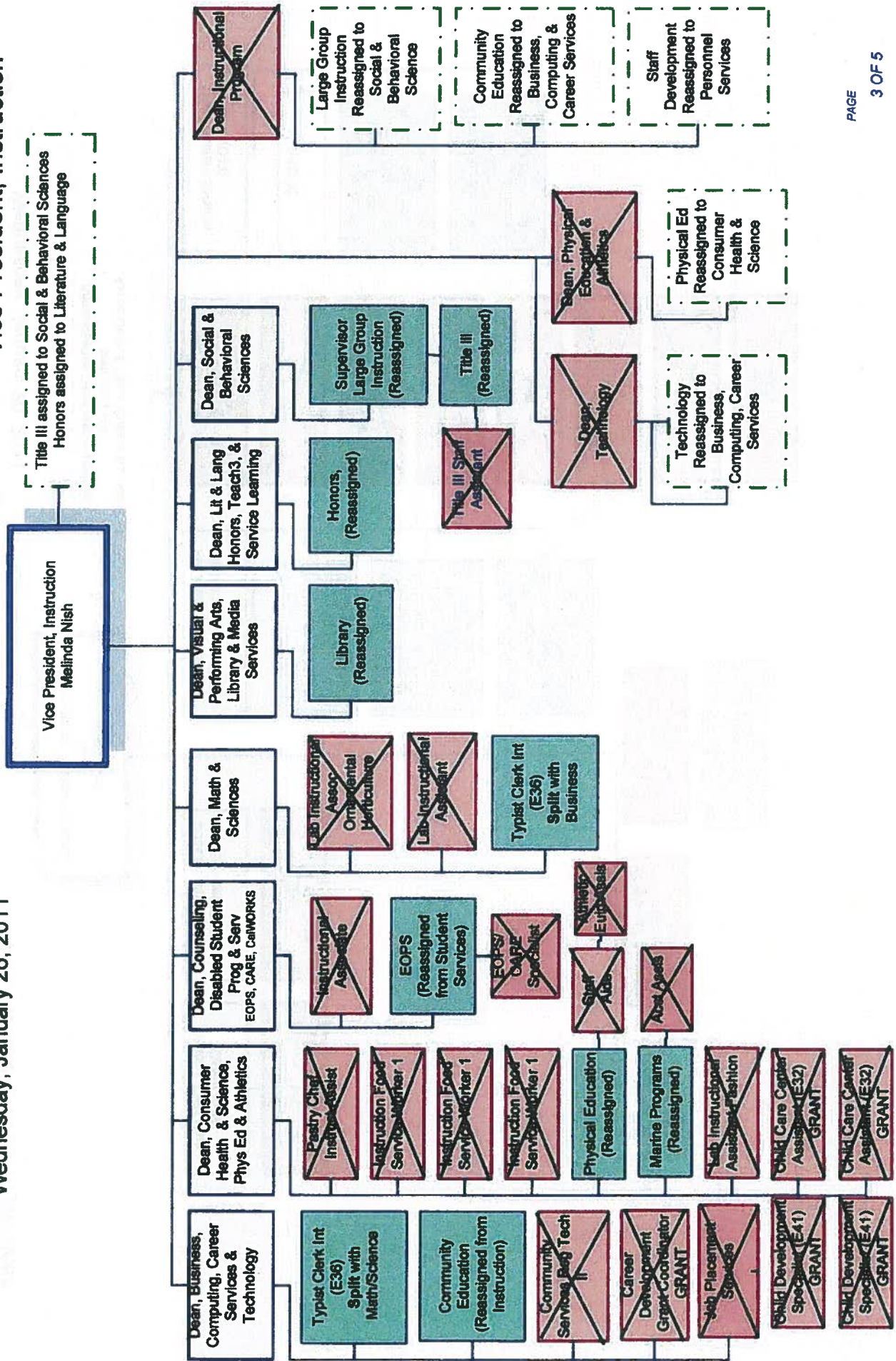




# Orange Coast College

Wednesday, January 26, 2011

## Vice President, Instruction





# Orange Coast College

Wednesday, January 26, 2011

## Vice President, Student Services

