

Regular Meeting

Board of Trustees Coast Community College District

District Board Room – 6:30 p.m.

February 20, 2008

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on February 20, 2008 in the Board Room at the District Office.

1. Call to Order

Board President Armando Ruiz called the meeting to order at 6:34 p.m.

2. Pledge of Allegiance

Trustee Walt Howald led the Pledge of Allegiance to the Flag of the United States of America.

3. Roll Call

Trustees Present: Mary Hornbuckle, Walt Howald, Jim Moreno, Jerry Patterson, Armando Ruiz, and Paul Bunch

Trustees Absent: None

Others in Attendance were: **Staff** – K. Yglesias, C. Brahmbhatt, J. Quarles, P. Arfsten, A. Beheler, J. Craig, D. Currie, B. Dees, S. Dumont, B. Fey, N. Kelsey, R. Kudlik, D. Mancina, C. Marchbank, K. McElroy, V. Meneses, L. Miller, J. Mitchell, G. Monahan, R. Pagel, B. Price, J. Price, N. Sprague, C. Stewart, C. Teeter; **Students** - T. Le, P. Mains; **Other** – E. Scott.

4. Public Comment

There were not requests to address the Board during Public Comment.

5. Adopt Agenda

Amendments to the Agenda were presented. It was then moved by Mr. Patterson, and seconded by Ms. Hornbuckle that the Agenda, as amended, be adopted. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

General Information and Reports

1. Review of Board Meeting Dates

The Board reviewed the Board meeting dates listed in the February 20, 2008 Agenda.

2. Reports from the Officers of Student Government Organizations

There were no reports from the Officers of Student Government Organizations.

3. Reports from the Academic Senate Presidents

Golden West College (GWC) Academic Senate President Stephanie Dumont reported that the Senate had approved the merging of three campus committees, Matriculation, Basic Skills, and Student Equity & Access, into one “Student Success” committee. ■ She reported that the GWC faculty voiced no objections to the final version of the proposed Computer and Electronic Resources Systems Acceptable Use Policy and Procedures. ■ Ms. Dumont noted that there were eight nominees for the GWC Teacher of the Year Award, and the Faculty Recognition Subcommittee would be making that selection. ■ She shared that the Planning and Budget committee approved the proposed new GWC Mission statement that the Senate had recommended.

Coastline Community College (CCC) Academic Senate President Cheryl Stewart shared a Resolution from the CCC Academic Senate requesting that the District reinstitute committees at a District level with appropriate memberships that would allow the District’s colleges to voice concerns. (A copy of the complete Resolution is attached to and made a part of the Minutes.) Ms. Stewart stated that this Resolution arose directly as a result of the mandate from the District to hire two faculty members to replace future retirements, commenting that the Senate would have liked the colleges to have had the opportunity to be involved in this decision.

Trustees, faculty and staff discussed the process for hiring 18 faculty, and Trustees expressed concern regarding confusion as to whether those 18 positions would be considered replacements or new positions. It was moved by Mr. Moreno and seconded by Mr. Howald that Vice Chancellor Brahmbhatt prepare a written report, in coordination with the Academic Senate Presidents and College Presidents, clarifying the plan for hiring 18 full time faculty. The report would include details relating to the process itself and funding of the proposed positions, and be provided to the Board by March 4, 2008. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

4. Reports from Employee Representative Groups

Dean Mancina, President, Coast Federation of Educators (CFE), commented on the recent picketing of a company called “Preferred Insulation,” which is the subcontractor doing work on the Lewis Center at OCC. He reported that he first received information that Preferred Insulation did not pay “prevailing wage,” but later confirmed that the picket was regarding “area standard wages,” referring to the average wage a company pays its workers at all of their sites. Mr. Mancina confirmed that Preferred Insulation paid “prevailing wage” to workers on the OCC project. ■ Mr. Mancina discussed CFE’s attempt at reaching an agreement with the District on an Early Retirement Incentive, commenting that he was told that the Board of Trustees rejected the proposals. He expressed the opinion that such an incentive would be good for the District and its members, and expressed concern that rumor had spread blaming CFE for the failure to reach an agreement.

Vice Chancellor Joe Quarles responded to Mr. Mancina’s concerns regarding information that the CFE rejected the proposal, noting that negotiations are confidential and information regarding those discussions had not been published.

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA), expressed concern that two issues she had raised—District Life Insurance Program for part-time faculty, and Fitness Program accessibility for part-time faculty—had not been addressed, or posted on the Board Log. ■ She noted that the funding source for the travel authorization for Sally L. Kurz on the Consent Calendar, was incorrect, stating that it should be CCA funds. ■ Dr. Price reported that membership recruiting efforts were continuing, noting that she has signed up 60 new members. She expressed appreciation to OCC for allowing her to participate in the new faculty orientation where she was able to sign up 31 new members.

It was moved by Mr. Patterson and seconded by Ms. Hornbuckle that Vice Chancellor Brahmhatt provide a status report on the District Life Insurance Program and Fitness Program for part-time faculty. It was requested that this report be provided to the Board of Trustees by March 5, 2008. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

5. Reports from the Presidents

GWC Vice President of Instruction Lois Miller, on behalf of President Wes Bryan, reported that the e-waste collection on February 2, 2008 was very successful. ■ She reported that President Bryan was a guest speaker at the Westminster Kiwanis Meeting in an effort to build community relations. ■ Dr. Miller announced that middle school and high school students would be competing at the Science Olympiad on the GWC campus February 29, 2008. ■ She reported that GWC’s College Preview Day was scheduled for March 5, 2008 and the Ribbon Cutting Ceremony for the new GWC Aquatic Center was scheduled for 1:30 p.m. on March 6, 2008.

CCC President Ding-Jo Currie reported that CCC won the statewide Association of California Community College Administrators (ACCCA) Diversity Award. ■ She stated that she just returned from the Council of Military Education where the Department of Defense honored CCC as one of the top 10 military education providers in the country.

OCC President Bob Dees thanked the Board for attending the Grand Opening of the OCC Library. ■ He distributed information to the Board on the Planning Retreat to be held February 21 and 22, 2008 at the Westin in Costa Mesa.

6. Report from the Chancellor

Chancellor Ken Yglesias referred Trustees to the Newsbrief containing information on the establishment of two District committees, which would include all constituencies; one relating to common course numbering, and one relating to work with Career Technical Education (CTE).

Trustee Moreno asked if the District CTE committee could include grant seeking, noting that it is an area that would be beneficial to the District. ■ Chancellor Yglesias recommended that Trustee Moreno provide this suggestion, and any others he had, in writing to the committee.

President Ruiz expressed the Board's support of the establishment of two District committees, and requested that the Chancellor move forward with that plan.

Chancellor Yglesias commented on an issue brought to him by the Board Audit Committee regarding budget concerns from the ASOCC. He noted that he believed the concerns raised were deserving of a thorough review by the college president. Dr. Yglesias further noted that if the Board desired, the District's external auditors could look into the matter and present their findings to the Board's Audit Committee.

OCC President Bob Dees shared that he had a brief conversation with Lynne Riddle, President, ASOCC, and agreed that he and Ms. Riddle would get together as soon as possible to discuss the concerns. Mr. Dees agreed to provide a report to the Board within 45 days.

Student Trustee Bunch shared his understanding of the issue, commenting that students are requesting access to the financial records.

It was moved by Mr. Patterson and seconded by Mr. Moreno that the OCC College President meet with the ASOCC student leadership and college staff to look into issues raised regarding the student budget at OCC, and present a report to the Board on March 5, 2008. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Chancellor Yglesias asked Vice Chancellor Brahmbhatt to update the Board on the state budget. Vice Chancellor Brahmbhatt distributed a printed budget update, noting that there would be no mid-year budget cuts to California community colleges. He noted that he would continue to share updates as he receives them.

7. Reports from the Board of Trustees

Trustee Patterson reported on the Association of Community College Trustees (ACCT) Conference in Washington, DC, noting that Dr. Currie was Presiding Officer over the American Association of Community Colleges (AACC). He shared that he found the conference very worthwhile, and thanked Dr. Currie for arranging seating for the Trustees.

Trustee Hornbuckle reported that she represented the District at the Newport Mesa School's Foundation Grant Awards Dinner. ■ She thanked Trustee Patterson for providing a tour of the capitol during the trip to Washington, DC. ■ Ms. Hornbuckle reported that she read in the *Daily Pilot* that the OCC Speech, Debate and Theatre Team won the Southwestern Invitational Tournament. She acknowledged Blake Longfellow who won first place in the Novice After Dinner Speaking event.

■ Ms. Hornbuckle inquired regarding an update on the new Board room. ■ She mentioned previous discussion of an effort to promote small local businesses, and asked if the District had progressed in

that area. ■ She commented that the outstanding Military Education Program mentioned by Dr. Currie caught the attention of representatives in Washington, DC.

President Ruiz noted that Christian Teeter, Manager of Board Operations, was researching software for the new Board Room and would report back to the Board.

Vice Chancellor Brahmbhatt will plan for a tour of the new facility preceding the March 19, 2008 Board Meeting. He further responded to Ms. Hornbuckle's inquiry regarding promoting small businesses, confirming that the District is proceeding with that.

Trustee Howald reported on the Washington DC trip, noting that Dr. Currie did a magnificent job in her role as Chairperson of the AACC Board. He commented on how well the Board worked together, and expressed appreciation to Martha Parham, Director, Public Affairs, Marketing and Government Relations, and Tom Snyder, CCC Grant Development Director, for their support and help at the conference. He noted that the District was well represented and he thanked the District for the opportunity to attend. Mr. Howald mentioned his attendance at the Diversity Committee Meeting, of which he is a member, commenting that he is very proud of Coastline for receiving the Diversity Award.

Student Trustee Bunch reported that he enjoyed the experience in Washington, DC, commenting that it was educational for him. He thanked Mr. Patterson for the tour. ■ Mr. Bunch indicated that the District Student Council would be meeting February 22, 2008, and would be making plans for Lobby Day.

Trustee Moreno reported on the trip to Washington, DC, speaking of attendance at workshops and meetings, and noted common needs expressed from other Trustees. He commended Dr. Currie for the fine work she does for the District and the AACC. Mr. Moreno thanked the District for sending the Trustees to represent the District.

President Ruiz reported that Trustee Howald was re-nominated for the ACCT Diversity Committee. ■ He discussed an editorial in the Los Angeles Times regarding increasing tuition at California community colleges, and asked fellow Board members for their support in drafting a response to the editorial, providing information indicating that raising tuition is not the answer to the budget crisis. ■ Mr. Ruiz also discussed an editorial in the Orange County Register where Phillip Yarbrough, President of the Board of Trustees, Rancho Santiago Community College District (RSCCD), discussed how RSCCD has taken a proactive approach toward potential budget cuts, through maintaining a higher than required reserve, which is now allowing the District to survive the current fiscal crisis without significant cuts in student educational services.

It was requested by President Dees that the Board discuss Action Item, Policy Implementation #1 *Adopt Proposed Policy Revisions Relating to Acceptable Use of Computer and Electronic Resource Systems (Policy 050-1-6.2)* out of Agenda order, prior to discussing Informative Item 8, *Review of Buildings and Grounds Reports*.

It was moved by Mr. Patterson and seconded by Ms. Hornbuckle that the computer use policy mentioned above be taken out of Agenda order for discussion at this time, as noted above. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Policy Implementation

1. Adopt Proposed Policy Revisions Relating to Acceptable Use of Computer and Electronic Resource Systems (Policy 050-1-6.2)

Speaking to the Topic:

Georgie Monahan shared that OCC's Academic Senate formed an ad-hoc committee to review the Computer and Electronic Resource Systems Acceptable Use Policy. She introduced Marc Perkins, Assistant Professor of Biology, OCC, who took the lead with concerns regarding the proposed Policy Revisions Relating to Acceptable Use of Computer and Electronic Resource Systems.

Mr. Perkins addressed the Board to share the views of faculty and staff on this proposed policy, and distributed a letter discussing their concerns. He summarized for the Board that the proposed policy may fail to protect staff and student intellectual property rights; fail to promote privacy of non-email electronic communications; fail to clearly and fairly define appropriate personal use of electronic resources; and interfere with faculty, staff members, and students attempting to carry out essential parts of their job duties or coursework. He requested that the Board consider the stated concerns when adopting an electronic use policy, and thanked the Board for giving him the opportunity to speak.

It was moved by Mr. Patterson and seconded by Mr. Howald to adopt the policy and procedures relating to Acceptable Use of Computer and Electronic Resource Systems (Policy 050-1-6.2), refer Mr. Perkin's list of concerns to legal counsel for consideration, and bring it back to the Board in six months. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Continuation of Informative Items

8. Review of Buildings and Grounds Reports

The Board reviewed the Buildings and Grounds Reports.

9. Consideration of Proposals, Recommendations, Resolutions, and Actions by the California Community Colleges Board of Governors

The Board reviewed the upcoming meeting dates as scheduled by the Board of Governors.

10. Opportunity for the Board to Review the Board Directives Log

The Board reviewed the Board Directives Log.

President Ruiz discussed the use of the "blue pages," commenting that its use has become common practice. He requested that everyone follow the timeline when items are due and only use the "blue pages" in urgent situations.

CONSENT CALENDAR

Trustee Hornbuckle requested that Item 3k *Authorization for Independent Contractor* be removed from the remainder of the Consent Calendar for a separate discussion and vote.

It was moved by Mr. Howald and seconded by Mr. Patterson that the amended Consent Calendar be approved, including the correction to the funding source for Sally Kurz, and excluding Item 3k, as noted above.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz. (Note: All background reports were included with the February 20, 2008 Agenda and are available on request.)

1. Travel Authorization

a. Authorization for Attendance at Meetings and/or Conferences – Board and Staff Members

Authorization was given for members of the Board and/or Faculty/Staff to attend the listed meetings and/or conferences.

b. Authorization for Student Trips

Authorization was given for the following student trips:

Jane Bauman, Instructor/Art (CCC) to accompany approximately 70 students (Ticket Numbers 93015, 91130) to the Orange County Museum of Art in Newport Beach on March 12, 2008.

Dora Escobar, Counselor/ECHS (CCC) to accompany approximately 70 students (Ticket Number K0321-031) to the UC Irvine Visitor Center in Irvine on April 4, 2008. Students would use District transportation.

Roxana Ross (GWC) Alpha Gamma Sigma (AGS) Advisor, and a minimum of three students to attend the AGS State Convention, April 4-6, 2008, San Jose, CA. Travel by District transportation.

Yvonne Valenzuela and Abe Tarango (GWC) Puente Advisors, and 38 Puente program students to attend Northern California Campus Tours, March 19-22, 2008. Travel by District transportation.

Orange Coast College Alpha Gamma Sigma Honor Society, Alpha Kappa Chapter, to send one advisor and up to six student members to the Alpha Gamma Sigma annual state convention in San Jose, CA April 3-6, 2008.

Orange Coast College Honors Program to send one advisor and up to twenty students to the 2008 Honors Transfer Council of California Conference on March 1, 2008, at the University of California, Irvine. Revision to Previous Board Action on 8/15/07 to change date of event.

Spring 2008/OCC Overnight Athletic Trips:

Cheer & Dance, Coach: Mike Reynolds

Assistant Coach: Dan Sapp

February 21-26, Americup Championship, Minneapolis, MN

2. General Items

a. Authorization for Special Projects

Authorization was given for the following special projects:

Coastline Community College

Coastline Community College to host an Informational Dinner on April 25, 2008, at the Captain's Table restaurant, Orange Coast College. Coastline Community College faculty members Jane Bauman and Lynn Torrini will conduct the event.

Coastline Community College's Early College High School will host their Spring Dance on May 9, 2008, at the Costa Mesa Community Center in Costa Mesa. All ECHS students are invited.

Coastline Community College's Early College High School will host their Awards Night on May 22, 2008, at the Costa Mesa Community Center in Costa Mesa.

Coastline Community College will host the Early College High School Open House on May 15, 2008, at the Costa Mesa Center. The evening will begin at 5:30 p.m. with a barbecue for the ECHS students and their families and the classrooms will be open at 6:30 p.m. (Revision is to reflect a change in date from April 10 to May 15. Prior Board Approval: 8/1/07)

Golden West College

Golden West College to hold an Aquatics Center Dedication for the new aquatics facility, March 6, 2008.

Golden West College Associated Students to host a presentation for the community by the League of Women Voters on how Impeachment Serves a Democracy, April 5, 2008, Forum I.

Orange Coast College

Orange Coast College Beta Mu Alpha Chapter of Phi Theta Kappa International Honor Society to hold a variety of events, meetings, activities, and induction ceremonies during spring, 2008, semester.

Orange Coast College Photography Department to host a Photo Workshop for Cub Scout Pack #142 on March 7, 2008, in the OCC Art Center Photo Lab. Torii Ott, Program Coordinator, will be in charge.

Orange Coast College Music Department instructor Dr. Ricardo Soto to conduct the Southern California Vocal Association Junior High Honor Choir and to hold a choir rehearsal on April 12, 2008, in the OCC music rooms.

Orange Coast College Social & Behavioral Sciences Division to hold division and department meetings during spring, 2008, semester.

Orange Coast College Honors Program to host up to four lectures during the spring 2008 semester featuring presentations by OCC honors students and faculty as part of its “Creating Scholars Speaker Series.”

Orange Coast College Honors Program to provide food and promotional items at a variety of OCC campus events including, but not limited to, Student Services Fair, Club Rush, and Senior Day during the spring, 2008 semester.

Orange Coast College Honors Program to host an Honors Program Recognition Reception on May 2, 2008, on the OCC campus.

Orange Coast College President’s Office to host a Chinese delegation to visit the campus and meet with the President and other administrators on February 25, 2008.

Orange Coast College Foundation to hold a reunion for Women’s Basketball Alumni at the Newport Rib Company, Costa Mesa, CA on February 22, 2008.

Orange Coast College to sponsor a “Focus the Nation Event” on February 7, 2008, in the OCC Quad and various classrooms. (Revision to Previous Board Action of 11/7/07, to change date.)

Orange Coast College President’s Office to host a campus workshop at the Westin South Coast Plaza Hotel, Costa Mesa, CA on February 21-22, 2008, to work on the accreditation report and the campus master plan.

Orange Coast College Electronics Technology Program to host a Teachers Workshop on March 1, 2008, on the OCC campus.

Orange Coast College Foundation to host the Athletic Alumni Hall of Fame on March 13, 2008, in the Student Center Lounge. (Revision to Previous Board Action of 11/7/07, to correct date.)

Orange Coast College Foundation to host the Santa Ana Army Airbase Reunion on April 26, 2008, in the Student Center Lounge. (Revision to Previous Board Action of 11/7/07 to correct date.)

b. Authorization for Disposal of Surplus Materials and/or Equipment

Authorization was given for the disposal of the surplus materials and/or equipment which are no longer of value to the using departments; disposal to be made by John Eriksen, Director of Purchasing, in such a way as to conform to the law and District policy and to bring the best possible return to the District.

c. Authorization to Enter into Standard Agreements for Distribution of Telecourses – Coastline Community College

Authorization was given to enter into the standard agreements for the lease of telecourses for the terms and conditions listed in the Agreements. (copies of the telecourse Agreements are on file in the Board Office.)

d. Approval of Clinical Contracts

Authorization was given to enter into clinical contracts with the following institutions in connection with the various Allied Health programs which are a part of the Coast Community College District curriculum.

ORANGE COAST COLLEGE

NEW

Dr. Thomas Rose, DDS
Fountain Valley, CA

Standard Clinical Affiliation Agreement

Presbyterian Intercommunity Hospital Non-Standard Clinical Affiliation Agreement
Whittier, CA

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign such agreements.

Fiscal Impact: The District shall provide professional liability insurance and Worker's Compensation insurance for each student participating in clinical rotation. (For field experience agreements, the District provides only Worker's Compensation insurance.) These coverages are in effect while the student is on-site at facility. However, the District saves money by utilizing off-campus clinical and field experience training facilities.

e. Approval of Institutional Memberships

District

American Association for Women in Community Colleges (AAWCC) – March 26, 2008 – March 25, 2009 - \$300.00

3. Personnel Items

Authorization was given to approve the Personnel Items listed in the February 20, 2008 Agenda, excluding Item k, Authorization for Independent Contractors, as amended.

4. Special Programs and Activities

a. Sailing Program - Orange Coast College

SCHOOL OF SAILING AND SEAMANSHIP – Orange Coast College

Authorization was given for non-credit classes being offered by the Marine Programs Office during the period of Feb 21 – December 31, 2008, as presented in the February 20, 2008 Agenda.

5. Financial Approvals

a. Approval of Purchase Orders

The Board approved purchase orders listed in the amount of \$868,772.93. (A copy of the report is on file with the February 20, 2008 Agenda, and is available on request.)

b. Ratification/Approval of Checks

The Board ratified/ approved the warrants for previously approved purchase orders listed in the amount of \$1,005,408.89. (A copy of the report is on file with the February 20, 2008 Agenda, and is available on request.)

c. Warrant List for General Obligation Bond Fund

The Board ratified/ approved the warrants for the General Obligation Bond Fund in the amount of \$542,525.66. (A copy of the report is on file with the February 20, 2008 and is available on request.)

d. Bond Code Legend

The Bond Code Legend was approved as referenced.

e. Authorization for Special Payments

Orange Coast College

Payment of \$1,400 for 2008-2009 annual accreditation fees payable to the American Culinary Federation Foundation. This fee is required to meet accreditation program requirements.

Item Removed from the Consent Calendar

3. Personnel

k. Authorization for Independent Contractors

Trustee Hornbuckle requested clarification on the hiring of Dr. Serafin A. Zasqueta as an Independent Contractor to provide assistance in the development of Vision 2020, the District Master Plan.

Chancellor Yglesias clarified that the District is hiring Dr. Serafin A. Zasqueta to help with a community assessment and bringing all of the college plans together into a District Master Plan, referred to as Vision 2020. He provided a background of Dr. Zasqueta, noting that he has received praise from the Accrediting Commission for his work on master plans at three colleges in California.

Trustee Patterson expressed the opinion that an item with a substantial amount of money such as this one should have been placed on the “green pages” as an Action Item, and that more background information should have been provided to the Board.

Chancellor Yglesias agreed to provide background information to the Board, including the scope of work, timeline, contract and biography of Dr. Zasqueta.

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to approve Consent Item 3k, Authorization for Independent Contractors, as presented in the February 20, 2008 Agenda.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

ACTION ITEMS

Agreements

1. Authorization to Enter Into an Agreement to the Mortgage and Finance Assistance and Re-Employment Project Agreement between the County of Orange and the Coast Community College District/Coastline Community College/Orange County One-Stop

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given to enter into an agreement between the County of Orange and the Coast Community College District (Coastline Community College) for the Mortgage and Finance Assistance and Re-employment project for the period of March 12, 2008 through December 31, 2008 to provide case management and training services for mortgage and finance laid-off workers.

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this agreement.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: The County of Orange will reimburse Coastline Community College \$378,000 for the operation of this program.

2. Authorization to Enter Into a Non-Standard Agreement between the Coast Community College District (Orange Coast College) and the Network Development Group (NDG) for the Purpose of Offering Instruction in the Cisco Networking Academy

It was moved by Mr. Howald and seconded by Mr. Moreno that authorization be given to enter into a non-standard agreement between the Coast Community College District (Orange Coast College) and Network Development Group (NDG) for the purpose of offering instruction in the Cisco Networking Academy as requested by the company for one year from the date of signing.

Trustee Hornbuckle requested clarification whether this instruction was for students, faculty or staff.

Melinda Nish, Vice President of Instruction, OCC, clarified that this item is providing instruction for students. It supports the technology curriculum for courses offered at OCC.

The Board further authorized the Chancellor or the Vice Chancellor of Administrative Services to sign the agreement.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: The equipment and license charges for the first year will be \$6,795.00, which has already been authorized through VTEA funding. Subsequent annual maintenance funds of \$2,395.00 will be needed and will be funded through the Business and Computing Division.

3. Authorization to Enter Into an Agreement between the Coast Community College District (Orange Coast College) and the 32nd District Agricultural Association for Reciprocal Use of Parking Lots and the Use of the Pacific Amphitheater for the Orange Coast College Commencement on May 22, 2008

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to enter an interagency agreement with the 32nd District Agricultural Association for Reciprocal Use of Parking Lots and the Use of the Pacific Amphitheater for the Orange Coast College Commencement on May 22, 2008

The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign the agreement.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: None

Buildings and Grounds Items Over \$10,000 and Change Order Items

1. Authorization for Change Order No. 10; Orange Coast College Learning Resource Center

It was moved by Mr. Moreno and seconded by Mr. Howald that authorization be given for Change Order No. 10 to Orange Coast College Learning Resource Center as described in the Change Order document.

These changes are necessary for the following reasons:

Huntington Glazing – Category G – Glass & Glazing

1. Project Closeout Credit <\$25,353>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$2,100,000 (C.O. 1: 1.4% Increase; C.O. 2: .01% Decrease;
C.O. 7: .01% Decrease; C.O. 10: 1% Decrease)
Total Change Orders: <\$26,320> (1.2% Decrease)

Winegardner Masonry – Package H – Masonry

1. Project Closeout Credit <\$58,519>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$941,810 (C.O. 1: 1.5% Increase; C.O. 10: 6% Decrease)
Total Change Orders: <\$44,224> (6% Decrease)

Inland Building Companies – Package K – Acoustics

1. Project Closeout Credit <\$ 3,855>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$208,600 (C.O. 6: .5% Decrease; C.O. 10: 1.8% Decrease)
Total Change Orders: <\$4,955> (2% Decrease)

Caston Plaster and Drywall - Package L – Drywall

1. Project Closeout Credit <\$ 8,430>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$2,785,585 (C.O. No. 2: .4% Increase; C.O. No. 8: .4.5% Increase; C.O. 10: .3% Decrease)
Total Change Orders: \$17,672.46 (.6% Increase)

R&S Floor Covering – Package M – Floor Coverings

1. Project Closeout Credit <\$ 2,467>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$185,675 (C.O. 10: 1.3% Decrease)
Total Change Orders: <2,467>

Bithel, Inc. – Package O - Painting

1. Project Closeout Credit <\$ 8,500>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$149,300 (C.O. 10: 5% Decrease)
Total Change Orders: <\$8,500>

Pugliese Interior Systems, Inc. – Package Q – Access Flooring

1. Project Closeout Credit <\$19,500>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$276,300 (C.O. 10: 7% Decrease)
Total Change Orders: <\$19,500>

The Rouse Company – Package R – Carpet

1. Project Closeout Credit <\$ 5,000>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$461,800 (C.O. 10: 1% Decrease)

Total Change Orders: <\$5,000>

Pierre Sprinkler & Landscape – Package V – Landscape

1. Project Closeout Credit <\$1,738>
(1) C.W. Driver negotiated closeout for this contractor.

Contract Amount: \$149,200 (C.O. 10: 1% Decrease)

Total Change Orders: <\$1,738>

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: <133,362> (Measure C - General Obligation Bond)
Master Plan Approved Project
OCC Learning Resource Center

2. Authorization for Change Order No. 4; District Administration Building, Bid No. 1920

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that authorization be given for Change Order No. 4 to the District Administration Building, Bid No. 1920 as described in the Change Order document.

These changes are necessary for the following reasons:

Williams Mechanical – Package J – Plumbing

1. Add Lobby Overflow Roof Drains \$ 8,300
The City Inspector required this work per City Building Code. The work includes two drains that run all the way down through Area C from the lobby roof.

Contract Amount: \$387,500 (C.O. 3: 3.9%; C.O. 4: 2.1% Increase)

Total Change Orders: \$23,471 (6% Increase)

Superior Wall Systems – Package K – Drywall/Plaster/Framing/Fireproofing

1. Sealing of Exposed Perimeter Wall Insulation \$17,149
The City Inspector required this additional work in the ceiling plenum. This work is to prevent insulation particles from entering the air supply system. Also includes soffit framing revisions at the clerestory areas per Bulletin No. 24 to accommodate fire sprinkler piping to the clerestory high ceiling.

Contract Amount: \$2,567,000 (C.O. 1: .4% Increase; C.O. 2: .1% Decrease; C.O. 3: .01% Increase; C.O. 4: .7% Increase)

Total Change Orders: \$27,420 (1% Increase)

Alcal Roofing – Package L – Roofing

1. Add Clad Metal at Skylights \$ 5,062
The specified roof membranes will not adhere to the skylight metal trim but must be welded to the clad metal.

Contract Amount: \$331,898 (C.O. 1: .04% Decrease; C.O. 3: 5% Increase; C.O. 4: 1% Increase)
Total Change Orders: \$21,182 (6%)

CT Georgiou Painting – Package M – Painting

1. Add Paint and Wall Coverings to Chancellor's Area \$ 6,429
Add paint and wall coverings to Chancellor's area as a substitute to deleted wood veneer.
Another trade will provide a credit for the wood veneer.

Contract Amount: \$154,375 (C.O. 4: 4% Increase)
Total Change Orders: \$6,429

Tile Trends – Package O – Flooring

1. Add Corian Countertops in Rest Rooms \$ 6,997
District Facilities determined that to eliminate future maintenance or replacement issues it would be beneficial to upgrade to Corian countertops in ten rest rooms rather than using the specified plastic laminate countertops.

Contract Amount: \$182,250 (C.O. 4: 3% Increase)
Total Change Orders: \$6997

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: \$43,937 (Measure C - General Obligation Bond)
Master Plan Approved Project
Replacement of District Temporary Structures
District Administrative Office Building

3. Bid Tabulations and Award of Contract: Orange Coast College Information Technology Building Upgrade of Mechanical Controls; Bid No. 1941

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that a contract be awarded to Pardess Air, Inc. as lowest qualified base bid of \$156,000.00 as shown below, and that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign the contract documents.

Base Bid

1. Pardess Air, Inc. \$156,000
1769 Kelton Avenue, Los Angeles, CA 90024

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: \$156,000 (Measure C – General Obligation Bond Funds)
Master Plan Approved Project
OCC Upgrade Information Technology

4. Authorization for Addendum No. 1 to P2S Engineering; Golden West College Relocation of Main Distribution Facility

It was moved by Mr. Howald and seconded by Mr. Moreno that authorization be given to accept Addendum No. 1 for additional engineering services for the Golden West College Relocation of Main Distribution Facility.

The scope of services is to include the following:

- | | | |
|----|---|---------|
| 1. | Connection of fiber optic cable to MDF building | \$9,600 |
|----|---|---------|

The Board further authorized the Chancellor or the Vice Chancellor of Administrative Services to sign the agreement.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: \$9,600 (General Obligation Bond – Measure C Funds)
Master Plan Approved Project
GWC Relocation of Main Distribution Facility

5. Authorization for Addendum No. 1 to The Seville Group, Inc.; Orange Coast College Lewis Center for Applied Science

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that authorization be given to accept Addendum No. 1 for additional construction management services for the Orange Coast College Lewis Center for Applied Science.

The scope of services is to include the following:

- | | |
|--|-----------|
| 1. Additional Construction Management Services | \$329,595 |
|--|-----------|

The additional construction management services are for extension of the project by an additional three months. The additional services included classroom swing space, additional asbestos removal and found conditions in building.

The Board further authorized the Chancellor or the Vice Chancellor of Administrative Services to sign the agreement.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: \$329,595 (General Obligation Bond Fund/Measure C)
Master Plan Approved Project
OCC Science Facilities
OCC Lewis Center for Applied Science

General Items of Business

1. Authorization to Purchase Office Furniture for Coastline Community College, Contract Military Education Department, Using the National Joint Powers Alliance Bid No. 011707

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to purchase office furniture for Coastline Community College, Contract Military Education Department, using the Joint Powers Alliance Bid No. 011707.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: No General Fund Expenditures. NTE \$560,941.32 from Contract Education Ancillary funds.

2. Recommendation for Rejection of Claim for Damages against Coast Community College District for Personal Injury

It was moved by Mr. Howald and seconded by Ms. Hornbuckle to deny responsibility and reject the claim for damages against Coast Community College District for personal injury allegedly suffered when claimant tripped and fell walking through the parking lot at OCC on or about August 27, 2007.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

3. Bid Tabulation and Award of Contract to Hewlett-Packard for the District Data Center Relocation Services; Bid No. 1945

It was moved by Mr. Patterson and seconded by Ms. Hornbuckle to award a contract to Hewlett Packard for the District Data Center Relocation Services, as the lowest qualified bidder and that the Vice Chancellor of Administrative Services or the Director of Purchasing be authorized to sign the contract documents.

Hewlett-Packard	\$103,220.00
8356 W. Staghorn Dr., Peoria, AZ 85383	

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Fiscal Impact: \$103,220.00 (General Obligation Bond)

4. Adoption of Budget Calendar for 2008-2009

It was moved by Mr. Howald and seconded by Ms. Hornbuckle to adopt the following Budget Calendar for 2008-2009:

COAST COMMUNITY COLLEGE DISTRICT BUDGET CALENDAR 2008-2009

APRIL	Initiate 2008-2009 Budget Process.
MAY	Colleges and District Administrative Services continue 2008-2009 input. Budget input for Tentative Budget due from colleges.
JUNE	2008-2009 Tentative Budget adopted by Board of Trustees.
JULY	Budget input for Adopted Budget due from colleges.
AUGUST	2008-2009 Adopted Budget reviewed by Chancellor's Cabinet. Adopted Budget available for public inspection and review prior to public hearing and adoption in District Office, Building A (Front Lobby).
SEPTEMBER	2008-2009 Adopted Budget presented for public hearing and adoption by Board of Trustees. 2008-2009 Adopted Budget filed with the County Department of Education.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Policy Implementation

1. Adopt Proposed Policy Revisions Relating to Acceptable Use of Computer and Electronic Resource Systems (Policy 050-1-6.2)

This item was addressed at the beginning of tonight's meeting, following General Informative Item 7, *Reports from the Board of Trustees*.

Adjournment

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

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

The meeting was adjourned at 8:56 p.m.

Secretary of the Board

RESOLUTION PARTICIPATORY GOVERNANCE IN THE COAST DISTRICT

Whereas, Participatory Governance allows the Board of Trustees to hear from all segments of each college's constituents, and District committees, such as Plan and Budget and Technology would allow for discussion to take place and recommendations to be developed and forwarded, and

Whereas, the lack of such committees restricts representation of the colleges and contributions from students, staff, faculty, and administration on issues directly affecting them; and

Whereas, during the past year policies and procedures have been developed without initial involvement from the colleges and their constituents; and

Whereas during the past the year the District has obligated the individual colleges to services and costs without providing up-front and/or on-going funds from the district to pay for these obligations;

Therefore, Be It Resolved, that the Academic Senate of Coastline Community College urge that the District reinstitute committees at a District level with appropriate membership that will allow the district's colleges to voice concerns, including needs and plans, in the true spirit of participatory governance,