

Regular Meeting

Board of Trustees
Coast Community College District

District Board Room – 6:30 p.m.

March 5, 2008

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on March 5, 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 Jerry Patterson 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. Brahmhatt, J. Quarles, W. Bryan, R. Covert, D. Currie, B. Dees, S. Dumont, B. Fey, M. Fry, N. Hill, A. Holliday, J. Houlihan, D. Hudson, N. Kelsey, R. Kudlik, K. Lueke, D. Mancina, K. McElroy, V. Meneses, L. Miller, G. Monahan, T. Nguyen, R. Pagel, M. Parham, B. Price, N. Sprague, C. Teeter; **Students** - A. Ali, P. Mains, **Other** – S. Lay, M. Lieu.

4. Public Comment

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

5. Adopt Agenda

Amendments to the Agenda were presented. It was then moved by Ms. Hornbuckle, and seconded by Mr. Howald 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.

6. Board of Trustees' Resolution Honoring Dr. Joyce Bishop

Board President Ruiz presented Dr. Joyce Bishop with a Resolution acknowledging her for outstanding service to Golden West College and the District, and congratulating her for being awarded the 2008 Hayward Award by the Statewide Academic Senate.

Mark Wade Lieu, President of the Statewide Academic Senate of California Community Colleges, expressed the opinion that the District is very lucky to have Dr. Joyce Bishop as part of the District and Golden West College.

It was moved by Mr. Patterson and seconded by Ms. Hornbuckle to adopt the Resolution honoring Dr. Joyce Bishop for her outstanding service to the District, as presented in the March 5, 2008 Agenda.

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

7. Approval of Minutes

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to approve the Minutes of the Regular Meeting of January 16, 2008 and Special Meetings of January 29, and February 26, 2008. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Moreno, Mr. Patterson, and President Ruiz; Abstain – Mr. Howald.

8. Acceptance of Retirements

The Board expressed appreciation and congratulations to the following retirees with 10 or more years of service to the District:

Faculty

Owings, Margaret, OCC, Instructor, Fine Arts, retirement effective 02/22/08.

Classified

Klein, Ronald K, CCC, Staff Aide, Classified Unit, retirement effective 04/11/08.

It was moved by Mr. Howald and seconded by Ms. Hornbuckle to accept these retirements. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Ruiz, and President Patterson.

General Information and Reports

1. Review of Board Meeting Dates

The Board reviewed the Board meeting dates listed in the March 5, 2008 Agenda.

2. Reports from the Officers of Student Government Organizations

Tahnee Le, President, Associated Students of Golden West College (ASGWC), reported on events taking place at GWC, including collecting donations for charities through Collection of Kindness, and hosting high schools seniors on College Preview Day. She announced that the week of April 14, 2008 was Diversity Week at GWC, and Blood Donor Days were scheduled for March 12 & 13, 2008 from 9:00 am. – 3:00 p.m. ■ Ms. Le shared that the new ASGWC Activities Commissioner is Daniel Castracion. ■ She noted that the Student Council allocated funds for 15 students to attend the California State University of Fullerton Leadership Conference on March 8, 2008. ■ In closing, she invited the Board of Trustees to the Congress to Campus Sponsorship Breakfast at GWC on Monday, April 21, 2008 at 8:15 a.m.

Lynne Riddle, President, Associated Students of Orange Coast College (ASOCC), thanked Student Trustee Paul Bunch and Martha Parham, Director, Public Affairs, Marketing and Government Relations, for gathering issues to take to Lobby Day scheduled for April 1, 2008. She reported that one issue that students are interested in advocating for is the reintroduction of the new California DREAM Act. ■ Ms. Riddle commented on the Congress to Campus event set up by students for students, and added that students have been particularly interested in issues happening in Washington DC since OCC faculty member Richard Lara announced he was running for the House of Representatives.

Penny Mains, Vice President, Student Advisory Council (SAC), Coastline Community College (CCC) reported that three students would be traveling to Washington DC for the American Student Government Association Conference. ■ She noted that other students would be attending the Leadership Academy at California State University, Fullerton. ■ Ms. Mains further commented that three students will be traveling to Africa as part of the Project Africa program at OCC. ■ She shared that Coastline had been working with Edison, and had distributed approximately 300 compact fluorescent light bulbs to students.

3. Reports from the Academic Senate Presidents

OCC Academic Senate President Georgie Monahan reported that the Senate had been discussing textbook use guidelines, and was working on a document that would provide recommendations to faculty for criteria they might want to consider when selecting a textbook. ■ She reported that the Senate heard a Bookstore Committee report, noting that there was a Request for Proposal (RFP) for a bookstore vendor. ■ Ms. Monahan announced that Vice Chancellor of Administrative Services C. M. Brahmhatt would be speaking to the Senate on the budget and faculty reassigned time. ■ She commented that the retreat for the master planning process was excellent. ■ Ms. Monahan mentioned her attendance at the League for Innovation conference, sharing highlights of the event, including “Second Life,” a multi-user virtual environment that was being utilized for educational purposes. She further shared that Butte College presented the model for a leadership development program, and that discussion also included a model for creating learning communities with the core outcomes serving as

the assessment tool. In closing, Ms. Monahan mentioned the workshop discussing “Culture of Evidence,” which supported the current planning process at OCC.

GWC Academic Senate President Stephanie Dumont thanked the Trustees for honoring Dr. Joyce Bishop. ■ She commented that the GWC Accreditation Report was placed on the Agenda, sharing that GWC faculty fully support the report and outcomes derived from the report. Ms. Dumont thanked the Institutional Effectiveness committee, and in particular the Associate Dean of Institutional Research, Dwayne Thompson, Co-chair of the committee, for preparing it. ■ She reported on her attendance at the 8th Annual Honors Transfer Council of California where she cheered on GWC Honor students. Ms. Dumont reported that one GWC student received both the Outstanding Abstract Award and a UCI Research Grant, and another GWC student won an Exceptional Achievement Scholarship. ■ In conclusion, she reported that the GWC Academic Senate had approved an Associate Degree that is Title 5 compliant.

4. Reports from Employee Representative Groups

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA), raised the issue of life insurance for the part-time faculty, noting that she had been waiting for a full report. She also expressed concern that she had not heard anything about the fitness program for part-time faculty.

5. Reports from the Presidents

GWC President Wes Bryan reported that Preview Day was successful, and March 6 is the Aquatic Center Dedication at GWC. ■ He applauded the Academic Senate and Council on Curriculum and Instruction (CCI) for their work on the Title 5 compliant AA Degree. ■ Mr. Bryan mentioned the report to the Accreditation Commission, and commended the Institutional Effectiveness Committee for its efforts.

CCC President Ding-Jo Currie referred to Ms. Monahan’s comments regarding “Second Life,” inviting her to visit Coastline where they have been working with the virtual world environment for two years. ■ She reported that the National Instructional Technology Council recognized Coastline’s Gerontology Program as the Outstanding e-learning Education Program and the Military Program for Outstanding Technical Support and Service in e-learning. ■ Dr. Currie also reported that Coastline College Professor Lisa Lee received the National Institute for Staff and Organizational Development (NISOD) Excellence in Teaching Award.

OCC President Bob Dees reported on the two-day planning retreat, commenting that it was a successful event. ■ He noted that 15 Chinese Delegates visited OCC on February 25, 2008 to look at the vocational education programs.

6. Report from the Chancellor

Chancellor Yglesias discussed a staff report regarding legislative advocacy issues prepared by Martha Parham. He shared that he endorsed the report findings and added that fundamentally, the District could use an independent consultant to identify both the process and potential projects for either state or federal funding, but at this time there are no particular projects in the District pipeline that would qualify for non-competitive funding. Dr. Yglesias stated that he does not recommend securing the

services of a lobbying firm or public affairs firm at this time, but would await the Board's instruction on the future use of an independent consultant. ■ Dr. Yglesias commended the Board members for their active participation in the Board Retreat on February 26. He noted that they had received a report from Dr. William Weary, Board Consultant, which would be distributed to all constituents. ■ Dr. Yglesias discussed forming a district-wide task force for common course numbering and a district-wide task force for career technical education, noting that the composition of these groups would include full constituent representation. He indicated that he would forward information on these task forces to the Board.

■ Dr. Yglesias announced that Coast Community College District (CCCD) is one of the top five districts in California receiving state and federal vocational education funds. He commented on the efforts to respond to Senate Bill (SB) 70, relating to career and technical education, and mentioned the recently created marketing program, "Who do U Want 2B." Dr. Yglesias further noted that SB 70 had distributed four projects statewide, one of which awarded CCCD a \$750,000 grant. He thanked Sue Coleman, Grant Writing Consultant, and her colleagues at OCC, Raine Hambly, Educational Services Coordinator, and Interim Associate Vice Chancellor Joyce Black for their efforts.

Vice Chancellor C.M. Brahmbhatt provided an update on the State budget. He reported that there would not be mid-year budget cuts for community colleges, but noted with a property tax shortfall anticipated, each college district would receive 1.4% less in apportionment in June 2008. Mr. Brahmbhatt added that the Coast District's share would be a \$2.3 million loss for 2007-2008. He confirmed that the campuses will not be asked to cut any classes or programs. ■ Mr. Brahmbhatt mentioned an alternative legislative proposal recommending an increase in student fees to \$26, and providing 1.7% growth dollars instead of 1% growth dollars to the community college system. ■ He noted that there was another proposal that would combine funding for all categorical programs in one block grant. Mr. Brahmbhatt stated that he would keep the Board updated on these issues. He provided an article, *Dealing with Declining Enrollment*, to the Board and noted that it was an excellent article that will be discussed at the Budget Workshop on May 19, 2008.

Trustees requested information on categorical programs in the District, and the implications of funding through block grants. Vice Chancellor Brahmbhatt stated that he would provide any information he had to the Board.

7. Reports from the Board of Trustees

Trustee Walt Howald reported on the California Community College Board of Governors meeting in Sacramento, commenting that he was proud that Dr. Joyce Bishop was selected for the Hayward Award. He noted that Linda Morin, Environmental Health and Safety Coordinator, made a presentation concerning disaster preparedness. Mr. Howald reported that OCC Student Ahmed Ali, Statewide Student Senate, did a fabulous job reporting to the Board of Governors on a number of issues. He asked Mr. Ali to speak to the Board concerning textbook costs.

Ahmed Ali reported that the Student Senate has been exploring options for making college more affordable and accessible to students, including ideas for reducing the cost of textbooks. He distributed a handout with recommendations for faculty, publishers and bookstores for reducing the cost of textbooks, and included the textbook ordering policy for Chabot College.

Trustee Howald continued his report, mentioning the "Who Do U Want 2B?" marketing program, made possible by the Hewlett Foundation Grant ■ Mr. Howald commented on the common course numbering issue, stating that he hoped to see something in place by the 2009/2010 school year. ■ He

announced that Debbie Malumed had been elected Vice President of the Board of Governors, and would be a good resource in the future.

Trustee Mary Hornbuckle suggested moving resolutions forward more frequently to recognize people at the campus for their good work. It was then moved by Ms. Hornbuckle and seconded by Mr. Patterson to prepare a resolution recognizing Lisa Lee for receiving national recognition for excellence in teaching. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz. ■ Ms. Hornbuckle thanked Chancellor Yglesias and fellow Board Members for their participation in the Board Retreat. She expressed the opinion that it generated a healthy exploration of issues and discussion.

Student Trustee Paul Bunch also commented on the brainstorming and consensus building that took place at the Board Retreat. ■ He reported that the District-wide Student Council met, and that Student Lobby Day had been scheduled for April 1, 2008. ■ Mr. Bunch shared that he had been involved with planning for the Congress to Campus event, and attended a conference in Santa Barbara concerning Sustainability. ■ He stated that he would be attending the Coastline College African American Male Summit, and that he participated in GWC's Club Rush.

Trustee Jim Moreno reported that he attended the OCC legislative meeting lunch and that the Audit Committee met with external auditors. ■ He commented on a current Veterans' movement and stated that he would like to see how the Board could assist. ■ Mr. Moreno discussed the Board Retreat, sharing that the Board worked with Dr. Weary to discuss opportunities for improvement and change in the future. He stated that he was excited about the potential of the Board and District, and was energized to work closely with fellow Board members and the Chancellor. Mr. Moreno indicated that the Board came out of the Retreat with a list of deliverables to be prioritized, noting that one task discussed was the improvement and streamlining of the Board Agenda.

Trustee Jerry Patterson concurred with Trustee Moreno regarding the Board Retreat, stating that it was a positive experience and that the Board worked well as a team. He mentioned discussion of streamlining the Agenda, reducing reports and scheduling the Closed Session at 5:00 p.m. prior to the 6:30 p.m. Regular Board Meetings. ■ He commended President Dees for OCC's new mission statement. ■ Mr. Patterson thanked administration, Christian Teeter, Manager of Board Operations/Assistant to the Chancellor, and Martha Parham for participating on the committee to plan the Congress to Campus event. He noted that a Congress to Campus event was scheduled for the evening of April 20, 2008 at the OCC Captain's Table Restaurant.

Board President Armando Ruiz agreed with Mr. Moreno's comments on the Board Retreat, stating that he would be meeting with Christian Teeter, Manager of Board Operations/Assistant to the Chancellor, Trustee Patterson, and Chancellor Yglesias to draft a revised Agenda template for the Board to review and discuss. ■ He mentioned an article in the Orange County Register acknowledging OCC Faculty of the Year, Ann Harmer, for her leadership in developing an organ plastination process. ■ Mr. Ruiz confirmed OCC's sale of Rabbit Island.

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.

Trustee Patterson mentioned the upcoming tour of the new District Administration Building, and requested that the Board receive a briefing regarding the options for the Board Room.

Vice Chancellor C.M. Brahmbhatt announced that the District Information Technology Center will be moving to the new building on May 9, and that the entire District would not have computer network access from 2:00 p.m. May 9, 2008 through Sunday May 16, 2008.

10. Opportunity to Review the Board Directives Log

The Board reviewed and discussed issues on the Board Directives Log, as presented in the March 5, 2008 Agenda.

Trustee Moreno inquired regarding the item listed on February 20, 2008 regarding preparing a status report on life insurance/disability/fitness program benefits for part time faculty, with a completion date of March 5, 2008. Vice Chancellor Brahmbhatt reported that he provided a memo indicating that the information necessary to prepare a report was not available until March 30, 2008, and he would prepare the report at that time to be discussed at the April 2, 2008 Board meeting.

It was moved by Mr. Patterson and seconded by Mr. Moreno that a request for staff to begin reviewing the hiring policies for the faculty, classified staff, and management, be added to the Board Log. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson; Nay - President Ruiz. President Ruiz requested that these three items be listed individually on the Log.

Trustee Hornbuckle commented regarding the item listed on October 17, 2007 relating to the Board Retreat, noting that there were two separate items, one of which had been completed, and one that had not. It was agreed to combine items listed October 17, 2007 and February 26, 2008 into one item (listed as "A" and "B") since they both relate to the Board Retreat.

Recess

It was requested that the Board take a five minute recess at 8:20 p.m.

Reconvene Regular Meeting

The Board reconvened at 8:28 p.m. to continue discussion of Item 10, Opportunity to Review the Board Directives Log.

It was moved by Mr. Patterson and seconded by Mr. Howald to add "Revisit Participatory Governance Policies and Procedures" to the Board Directives Log. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

11. Opportunity for the Board to Review the Quarterly Financial Status Report

The Board members commented that they did not receive the Quarterly Financial Status Report ending December 31, 2007, and asked Vice Chancellor Brahmbhatt to send a copy to the Board. Vice Chancellor Brahmbhatt agreed to send it to the Board.

Fiscal Impact: None

12. Review Progress Report of the Orange Coast College ASOCC Financial Information

OCC President Bob Dees reported that he met with students of the ASOCC Financial Task Force to discuss questions and concerns regarding access to financial information relevant to its operation as a student governing body at OCC. He referenced his memo to the Board dated February 28, 2008 that addressed the students' concerns, and distributed a revised memo dated March 5, 2008 that included the students' discussion of developing a leadership class designed specially for student government officers, and consideration of retaining an independent outside auditor. Mr. Dees shared that the meeting was productive and that he would be meeting with the Task Force again within 30 days.

Speaking to the Topic:

Lynne Riddle thanked the Board and Chancellor for referring this issue back to the President, and commented that they had very productive discussions. She confirmed that the primary concerns of the ASOCC had been addressed, commenting that President Dees listened carefully and agreed with what the ASOCC wanted to achieve. Ms. Riddle thanked President Dees for his support. She noted that the students were interested in developing a leadership class with academic content directed toward students who want to go into public service.

Trustee Howald inquired regarding restrictions on the use of records. ■ President Dees confirmed that the information the ASOCC is requesting was not private or restricted.

Student Trustee Bunch inquired regarding whether 30 days was a realistic timeline. ■ President Dees and Lynne Riddle both confirmed that they are committed to meeting that timeline.

Trustee Patterson expressed concern regarding "above the line" allocations in the student budget. ■ President Dees responded that research indicates that the college has been continuing a process following past practice, and he encouraged students to review that process and make recommendations for the future.

13. Review Proposed Colleges' Accreditation Progress Reports Prior to Submission to the Commission Office

The Board reviewed the proposed Accreditation Progress Reports from the colleges, which were due to the Commission Office on March 15, 2008.

Georgie Monahan commented on OCC's Accreditation Progress Report, sharing that this report represented tremendous faculty and campus effort, and she thanked OCC English Faculty Member Karen Felts and Vice President of Instruction Melinda Nish for spearheading the project.

President Ruiz commended the campuses for their work on these accreditation reports, and thanked Interim Associate Vice Chancellor Joyce Black for her assistance.

14. Receive Initial Proposal from the Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA) to Reopen Negotiations between the Coast CCA/CTA-NEA and the Coast Community College District

The Board received the initial proposal from the Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA) to reopen negotiations between the Coast CCA/CTA-NEA and the Coast Community College District to extend the current collective bargaining agreement through June 30, 2010.

15. Receive Initial Proposal from Coast Community College District to Not Reopen Any Articles During the Negotiations Process Between the District and Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA)

The Board received the initial proposal from the Coast Community College District to not reopen any articles during the negotiations process between the District and Coast CCA/CTA-NEA at this time, reserving the right to do so at a later time.

16. Review of Proposed Policy Changes to the Retention and Destruction of Records Policy (040-7-1)

The Board reviewed the proposed changes to Policy #040-7-1, *The Retention and Distribution of Records*, as presented in the March 5, 2008 Agenda.

Responding to inquiry from Trustee Patterson, Vice Chancellor Brahmhatt confirmed that this policy was reviewed by legal counsel.

Consent Calendar

It was requested that Addendum Item, **Appointment of Academic Staff, Nguyen, Jimmy, GWC, Counselor, full time tenure track 2 semester position for the period 7/01/08 to 06/30/09**, be removed from the remainder of the Consent Calendar for a separate discussion and vote. It was moved by Ms. Hornbuckle and seconded by Mr. Patterson that the amended Consent Calendar be approved, with the exclusion of the above mentioned item.

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 March 5, 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:

Candace Leuthold, Instructor/Biology/Early College High School, (CCC) to accompany approximately 40 students (Ticket Number RY308-010) to the Upper Newport Back Bay in Costa Mesa on March 10, 2008. Students will use District transportation.

Candace Leuthold, Instructor/Biology/Early College High School (CCC) to accompany approximately 40 students (Ticket Number RY308-010) to the Upper Newport Back Bay in Costa Mesa on March 11, 2008. Students will use District transportation.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 45 students (Ticket Numbers 92204, 92086) to the Environmental Nature Center in Newport Beach on March 13, 2008. Students will use District transportation.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 30 students (Ticket Numbers 92206, 91895) to Golden View Elementary School in Huntington Beach on April 2, 2008.

Marvette Anderson, Instructor/Art (CCC) to accompany approximately 45 students (Ticket Numbers 92080, 91143, 91132) to the UCLA Hammer Museum of Art in Los Angeles on April 4, 2008. Students will use District transportation.

Lynn Torrini, Instructor/Art (CCC) to accompany approximately 40-50 students (Ticket Numbers 92802, 82603, 92805, 92606, 91423, 92016, 92017) to the Los Angeles County Art Museum in Los Angeles on April 12, 2008. Students will use District transportation.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 30 students (Ticket Numbers 92206, 91895) to Tanaka Farms in Irvine on April 30, 2008.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 30 students (Ticket Numbers 92204, 92086) to Tanaka Farms in Irvine on May 8, 2008.

Diane Ryan, Instructor/Emeritus Social Sciences (CCC) to accompany approximately 25 students (Ticket Number 91848) to the San Juan Capistrano Mission in San Juan Capistrano on March 18, 2008. Students will use District transportation.

Diane Ryan, Instructor/Emeritus Social Sciences (CCC) to accompany approximately 25 students (Ticket Number 91027) to the Old Santa Ana Courthouse and the Howe-Waffle House in Santa Ana on March 20, 2008. Students will use District transportation.

Ann Holliday, Student Advisory Council Advisor, (CCC) to accompany approximately 3 students to attend the National Student Advocacy & Leadership Conference, March 6-11, 2008, at the Holiday Inn on the Hill, Washington, D.C.

Faculty Advisor, (CCC) to accompany approximately 3 students to attend Student Leadership Conference on March 8, 2008, at California State University, Fullerton.

Jeanette Ellis, Instructor/Parent Education (CCC) to accompany approximately 50 students (Ticket Numbers 99205, 99204, 99207) to the Huntington Beach Helicopter Maintenance Hanger in Huntington Beach on March 19, 20, 21, 2008.

Vida Greer-Martin (GWC) Student Activities Office, and five students to attend an African American Male Summit, March 19, 2008, Westminster, CA.

Valerie Venegas (GWC) Director, Student Activities, and 20 students to attend the Cal State Fullerton Leadership Conference, March 8, 2008, Fullerton; CA, Travel by personal cars, carpooling, and/or District transportation.

Chuck Whitchurch (GWC) Honors Program Advisor, and 30 students to attend a South Coast Repertory production of Culture Clash in America, March 20, 2008, Costa Mesa, CA.

Chuck Whitchurch, Stephanie Dumont, and Elizabeth Remsburg (GWC) Honors Program Advisors, and 15 students to attend the Honors Transfer Council of CA 2008 Research Conference, March 1, 2008, UC Irvine, CA.

Orange Coast College Associated Students/Student Government to attend the 2007 University Leadership Conference to be held at Cal State University Fullerton on March 8, 2008.

Orange Coast College Circle K International to attend DCON 2008: Circle K Olympics—Champions of Service! in Santa Clara, CA March 28-30, 2008.

Orange Coast College Culinary Arts Program Hot Food Team of seven students and two instructors to attend the American Culinary Federation's Western Regional Convention in Salt Lake City, UT April 17-22, 2008.

Orange Coast College Beta Mu Alpha chapter of Phi Theta Kappa, International Honor Society of the Two-Year College, to send two students selected for recognition and scholarships by the PTK/US-Today All-California Academic Team to Sacramento, CA on March 26-27, 2008.

Orange Coast College Architecture Club to visit Hoover Dam, London Bridge, Grand Canyon, Taliesin West, Arizona State University, and the University of Arizona March 24-27, 2008. Transportation provided by District vans.

Orange Coast College students to participate in an Around Santa Catalina Whalewatch Cruise on the M/V Catalina Flyer to Davey's Locker Sport Fishing, Newport Beach, CA on March 16, 2008.

Orange Coast College spring 2008 overnight athletic trip: Dates from February, 2008, through May, 2008, add Kevin Snapp to the list of assistant coaches who will accompany the OCC Baseball Team on trips. (Revision to previous Board action of 1/16/08, to add an additional assistant coach.)

2. General Items

a. Authorization for Special Projects

Authorization was given for the following special projects:

Coastline Community College

Coastline Community College Academic Senate to host an Academic Senate for California Community Colleges Area D Meeting on Saturday, April 5, 2008, from 10 a.m. to 3 p.m., at the Garden Grove Center in Garden Grove.

Coastline Community College, in cooperation with the Refugee Forum of Orange County, to co-sponsor a Refugee Day event on May 3, 2008 from 10:00 a.m. to 1:00 p.m. at the Le-Jao Center, for approximately 300 members and guests from the community.

Coastline Community College, in coordination with the Orange County League of Latin American Citizens (LULAC) Foundation and the LULAC Garden Grove Council, to co-sponsor the Second Annual Latino Youth Leadership Academy Conference on Friday, April 25, 2008, 8:00 a.m. – 3:00 p.m. at the Garden Grove Center in Garden Grove.

Golden West College

Golden West College to recognize Women's Heritage Month during March 2008.

Golden West College to hold a Re-Entry/CalWORKs Student Success Recognition Luncheon, during May, 2008.

Golden West College to hold a Re-Entry/CalWORKs Student Success Recognition Luncheon, December 6, 2007.

Golden West College Peace, Mind, and Body Club to hold a Picnic for Peace, March 12, 2008, in the Student Center Patio to raise money to help the homeless.

Golden West College to hold a Chicano/Latino College Day, April 25, 2008, a recruitment event for local high school students.

Orange Coast College

Orange Coast College Internship Academy to host a three day "Big Mouse on Campus" Disney event on March 11-13, 2008.

Orange Coast College Technology Department to co-sponsor a Federal Aviation Administration seminar on March 25, 2008, in the OCC Forum.

Orange Coast College Art Department to host a Costa Mesa High School student and faculty art exhibition from March 6, 2008, through April 20, 2008.

Orange Coast College Outreach and Recruitment program to host a dinner on the OCC campus for Newport Mesa Unified School District students and families on March 6, 2008.

Orange Coast College International Business Club to hold a Green Business Days Event April 1-3, 2008, on the OCC campus.

Orange Coast College Physical Education and Athletics Division to co-sponsor the Baseball Factory summer baseball workouts on the OCC baseball field June 29, June 30, and July 1, 2008. John Altobelli, head OCC baseball coach, and assistant baseball coaches Dave Bowman and Kevin Snapp will be in charge of the events.

Orange Coast College Technology Division to host various functions and meetings for the 2007-2008 academic year.

Orange Coast College Engineering Technology Robotics and Automation Program to host a variety of workshops, trade shows, community outreach events, tournaments, summer camps, and conferences for extended education throughout the 2008-2009 fiscal year.

Orange Coast College Physical Education and Athletics Division to co-sponsor Calvary Chapel High School baseball practices and games on the OCC baseball field March 14, 18, and 21; April 12 and 25; and May 7, 2008. John Altobelli, head OCC baseball coach, and assistant baseball coaches Dave Bowman and Kevin Snapp will be in charge of the events.

Orange Coast College Community Relations Office to host the 25th Annual OCC High School Senior Day on March 18, 2008. (Revision to previous Board approval of 9/19/07 to add an additional event.)

b. Authorization to Apply for Funded Programs and/or Projects

Authorization was given to apply for the following funded programs and/or projects and to participate, if funded, as outlined below. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign any related documents as appropriate.

1. Orange Coast College has been awarded the California Department of Education, Child Development Division grant titled **“Harry & Grace Steele Children’s Center Instructional Materials Grant,”** serving school age children after school during the traditional academic year and 6-12 year old children in a day camp environment throughout the summer.

Fiscal Impact: The Orange Coast College Children’s Center receives grant funds for purchase of Instructional Material through the California State Department of Education, Child Development. This grant is a supplement to the General Child Care Grant. The amount for fiscal year 2007-2008 is \$1,375. There are no matching funds.

2. Orange Coast College has re-applied for the California Department of Education, Child Development Division for a 2008-2009 grant titled **“Harry & Grace Steele Children’s Center General Child Care Center Grant,”** providing child development services for low-income student-parents.

Fiscal Impact: If funded, Orange Coast College will receive \$380,000 between July 1, 2008, to and including June 30, 2009. This grant will allow Orange Coast College to serve approximately 50 full-time equivalent children of low-income families while the students’ parents attend classes and work. No matching funds required.

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

Authorization was given for the disposal of the listed 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.

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

Authorization was given to enter into 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.)

Fiscal Impact: No direct cost to the District. Projected revenue unknown, depending on utilization of the telecourses by the lessees and number of students enrolled in the courses.

e. 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. (Only copies of non-standard agreements are on file in the Board Office.)

Orange Coast College

NEW

Dr. Lawrence Ota, DDS,
Dr. Aleen Jitsumyo, DDS, and
Dr. Howard Polk, DDS
Fountain Valley, CA

Standard Clinical Affiliation Agreement

Dr. Bianca Chu, DDS,
Huntington Beach, CA

Standard Clinical Affiliation Agreement

Dr. Subodh Swaroop, DDS,
Huntington Beach, CA

Standard Clinical Affiliation Agreement

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.

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

f. Authorization for Purchase of Institutional Memberships

Authorization was given for the following renewals of institutional memberships:

Coastline Community College

California Association on Postsecondary Education and Disability (CAPED) – October 1, 2007 – September 30, 2008 - \$240

Golden West College

Broadcast Educators Association – January 2008 – January, 2009 - \$120

Society of American Florists – January 1, 2008 – December 31, 2008 - \$40

3. Personnel Items

Authorization was given to approve the Personnel Items listed in the March 5, 2008 Agenda, as amended, excluding the Addendum item, “Appointment of Academic Staff, Nguyen, Jimmy, GWC, Counselor, full time tenure track 2 semester position for the period 7/01/08 to 06/30/09,” which will be addressed following the remainder of the Consent Calendar items. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

4. Curriculum Approvals

Authorization was given for approval of new courses, new programs/options, course revisions, program/option retirements, program/option suspensions, and general education /graduation requirements, as presented in the March 5, 2008 Agenda. (A copy of the curriculum report is on file with the March 5, 2008 Agenda and is available on request.)

5. Special Programs and Activities

a. Sailing Program - Orange Coast College

Authorization was given for non-credit classes to be offered by the Marine Programs Office during the period of March 6, 2008 – December 31, 2008, as presented in the March 5, 2008 Agenda.

6. Financial approvals

a. Approval of Purchase Orders

The Board approved purchase orders listed in the amount of \$2,799,146.54. (A copy of the report is on file with the March 5, 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 \$2,128,819.83. (A copy of the report is on file with the March 5, 2008 Agenda, and is available on request.)

c. Check List for General Obligation Bond Fund

The Board ratified/ approved the warrants for the General Obligation Bond Fund in the amount of \$802,112.70 (A copy of the report is on file with the March 5, 2008 Agenda, and is available on request.)

d. Bond Project Legend

The Bond Code Legend was approved as referenced.

e. Authorization for Special Payments

Authorization was given for the following special payment:

Payment of \$600 payable to the American Society of Echocardiography. This fee is for the Cardiovascular Technology Program ASE CEU membership into the Orange County Echo Society for the period starting March 1, 2008, through February 28, 2010.

Item removed from the Consent Calendar:

Appointment of Academic Staff

Nguyen, Jimmy, GWC, Counselor, full time tenure track 2 semester position for the period 7/01/08 to 06/30/09. Salary placement for this assignment to be Col. I, Step 1 for the 2008-09 academic year.

Speaking to the Topic:

Dean Mancina shared that he requested that this item be pulled because of an error in the item, noting that all counselors in CFE are hired for “195 day positions,” not “2 semester positions.” He requested that the item be revised to reflect that.

It was moved by Mr. Patterson and seconded by Ms. Hornbuckle to approve the Addendum Item, “Appointment of Academic Staff, Nguyen, Jimmy, GWC, Counselor, full time tenure track 195-day semester position for the period 7/01/08 to 06/30/09. Salary placement for this assignment to be Col. I, Step 1 for the 2008-09 academic year.” Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

ACTION ITEMS

Agreements

- 1. Authorization to Approve an Agreement with Off-Campus Employers and Coast Community College District (Coastline Community College), Orange County One-Stop Center for Off-Campus Employers Participation in the CalWORKs Work-Study Program**

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given to approve the agreement between Off-Campus Employers and Coast Community College District (Coastline Community College), Orange County One-Stop Center, for Off-Campus Employers Participation in the CalWORKs Work-Study Program. 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: No Fiscal Impact. Funded through the CalWORKs Program

- 2. Authorization to Approve a New Nonstandard Agreement Between the Coast Community College District (Golden West College) and Blackboard for Maintenance of Online Courses**

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given to approve a new nonstandard Agreement between Blackboard and the Coast Community College District (Golden West College) for maintenance of online courses.

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

Fiscal Impact: Cost to the college will be \$10,000.

- 3. Authorization to Approve a Renewal Standard Agreement Between the Coast Community College District (Golden West College) and Streaming Media Hosting for Online Instructional Materials and Presentations**

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given to approve a renewal standard agreement between Streaming Media Hosting and the Coast Community College District (Golden West College) for online instructional materials and presentations.

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

Fiscal Impact: Cost to the college will be \$4,619.40.

4. Authorization to Approve a New Nonstandard Agreement Between the Coast Community College District (Golden West College) and Respondus, Inc., a Software Application That Enhances the Assessment Capabilities of the GWC Course Management System

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given to approve a new nonstandard agreement between Respondus, Inc. and the Coast Community College District (Golden West College) a software application that enhances the assessment capabilities of the GWC course management system.

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

Fiscal Impact: Annual license fee prorated 5 months @ \$174.58/month NTE \$873 and a one-time registration fee of \$200 to be paid from department funds.

5. Authorization to Enter Into an Agreement Between HealthFax, Inc. and the Coast Community College District for Osteoporosis Screenings

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that authorization be given for the Coast Community College District to enter into an agreement with HealthFax, Inc. to provide osteoporosis screenings for all benefit-eligible employees and retirees.

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

Fiscal Impact: NTE \$3,200.00 (District Wellness Funds)

6. Authorization to Enter Into an Agreement with Emerald Data Solutions for BoardDocs Agenda Management Services Applications

It was moved by Mr. Patterson and seconded by Mr. Moreno that authorization be given to enter into an Agreement with Emerald Data Solutions to provide BoardDocs Agenda Management services applications to the Coast Community College District.

The Board further authorized the Vice Chancellor of Administrative Services to sign this Agreement on behalf of the Board of Trustees.

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

Fiscal Impact: \$12,000 per year for a three (3) year term.

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

- 1. Authorization to Contract with Digital Networks Group Inc. to Provide an Integrated Audio, Video and Sound Solution and Services for District Administration Building, Utilizing the Department of General Services, (CMAS) California Multiple Award Schedule Contracts 3-04-58-0215A, 3-06-70-207**

It was moved by Mr. Howald and seconded by Ms. Hornbuckle that authorization be given to the Director of Purchasing to issue purchase orders to Digital Networks Group Inc. to provide an integrated audio, video and sound solution and services for District Administration Building, utilizing the Department of General Services, (CMAS) California Multiple Award Schedule Contracts 3-04-58-01215A, 3-06-70-207.

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

Fiscal Impact: Not to Exceed \$105,000 (District Funds)
Master Plan Approved Project
Replacement of District Temporary Structures
District Administrative Office Buildings

- 2. Authorization to Enter Into a Lease Agreement with Mobile Modular Management; Coastline Community College Early College High School**

It was moved by Mr. Howald and seconded by Mr. Moreno to enter into a lease agreement with Mobile Modular Management Corporation for Coastline Community College Early College High School, and that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign the contract documents.

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

Fiscal Impact: \$133,317.88(Coastline Funds/Partially Reimbursed by Newport Mesa Unified School District)

General Items of Business

- 1. Recommendation for Rejection of Amended Claim for Damages against Coast Community College District Alleging Breach of Oral Contract and Promissory Estoppel to Include Fraud, Negligent Misrepresentation, Negligence and Negligent Inducement**

It was moved by Mr. Howald and seconded by Mr. Patterson to reject the amended claim for damages against the District alleging breach of oral contract and promissory estoppel to include Fraud, Negligent misrepresentation, and negligent inducement.

Trustees expressed concern that since claim for damages items appear on the public Agenda, detailed information is lacking, and noted that in the past the Trustees would receive a log of these items. Vice Chancellor Brahmhatt will provide this information to the Board.

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

2. Authorization to Purchase Office and Instructional Furniture for Orange Coast College, Lewis Center for Applied Science Building, using the (CMAS) California Multiple Award Schedule and the U.S. Communities Volume Contracts

It was moved by Mr. Moreno and seconded by Mr. Patterson that authorization be given to purchase office and instructional furniture for OCC, Lewis Center for Applied Science Building, using the (CMAS) California Multiple Award Schedule and the U.S. Communities Volume Contracts.

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

Fiscal Impact: NTE \$350,000 (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
OCC Science Facilities
OCC Upgrade Lewis Center for Applied Science

Recess to Closed Session

It was moved by Mr. Howald and seconded by Ms. Hornbuckle to discuss the following items in Closed Session:

1. Public Employee Discipline/Dismissal/Release (pursuant to Section 54957)

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

Reconvene Regular Meeting

The Board reconvened in Open Session at 10:50 p.m. to report on action taken in Closed Session.

It was reported that it was moved by Mr. Howald and seconded by Ms. Hornbuckle to non-re-elect a contract faculty member. The name of the individual is on file with the resolution.

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

Adjournment

There being no further business, it was moved by Ms. Hornbuckle and seconded by Mr. Moreno 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 10:55 p.m.

Secretary of the Board