

Regular Meeting

Board of Trustees Coast Community College District

District Board Room.

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

October 1, 2008

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on October 1, 2008 in the Board Room at the District Office.

1. PROCEDURAL MATTERS

1.01. Procedural Matters

1. Call to Order

Board President Armando Ruiz called the meeting to order at 5:01 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was deferred to the Open Session.

3. Roll Call

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

Trustees Absent: Michael Battistone*

*Student Trustee Battistone arrived at 6:30 p.m. for the convening of the Board of Trustees Open Public session.

Others in Attendance were: **Staff** – K. Yglesias, J. Black, C. Brahmhatt, J. Quarles, K. Allen, P. Arfsten, S. Badenoch, W. Bryan, L. Comer, B. Dees, K. Eldridge, B. Fey, R. Forsberg, R. Foster, G. Kane, R. Hambly, J. Houlihan, N. Kelsey, M. Kennedy, B. Kerwin, J. LaBounty, D. Mancina, B. Matthews, K. McElroy, V. Meneses, T. Nguyen, A. Nicholson, P. Pacheco, B. Price, J. Price, G. Profeta, A. Renninger, D. Restelli, A. Richey, L. Riddle, W. Sacket, E. Shaffer, T. Snyder, C. Spojka, N. Sprague, C. Stewart, C. Teeter, C. Thomas, D. Wojciechowski, L. Wojciechowski, ; **Students** – K. Cutting, H. Nguyen, B. Reid.

4. Public Comment (Closed Session)

There were no requests to address the Board under Public Comment for Closed Session.

5. Adopt Agenda

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

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

6. Approval of Minutes

The Approval of Minutes was deferred to Open Session.

8. Reconvene Regular Meeting

The Board reconvened in Open Session at 6:35 p.m. There was no action to report from Closed Session.

Trustee Jim Moreno led the Pledge of Allegiance to the United States of America.

It was moved by Ms. Hornbuckle and seconded by Mr. Howald to approve the Minutes of the Regular Meetings of August 6 and August 20, 2008. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson and President Ruiz.

1.09 Public Comment (Open Session)

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

1.10 Acceptance of Retirements

There were no retirements to be recognized at this meeting.

1.11 Public Hearing

1. Official Public Hearing and Adoption of the 2008-2009 Budget for the Coast Community College District

Vice Chancellor of Administrative Services C.M. Brahmbhatt invited Kim Allen, Administrative Director, to present the 2008-2009 Budget.

Ms. Allen delivered a presentation on the 2008-2009 Budget, including actual expenditures for 2007-2008. She discussed accomplishments and future trends, provided a five year comparison of expenses, and a ten year comparison of State COLA versus District salary increases. Ms. Allen provided a comparison of Health Benefits at the District, and outlined the Health Benefits Budget for 2008-2009.

Speaking to the Topic:

Marilyn Kennedy, English Instructor, Orange Coast College (OCC), expressed concern regarding proposed cuts in English course offerings for spring 2009. She asked why the District did not utilize the reserve funds to meet the student demand, and requested a report on OCC's decision-making process relating to budget.

Lynne Riddle, Student, OCC, also expressed concern regarding the plan to cut 30 English course section offerings, and was surprised because Vice Chancellor Brahmbhatt had assured the campuses that there would not be any additional budget cuts for 2008/2009.

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA) raised the issue of parity funds. She expressed concern regarding a letter she received from the Vice Chancellor of Administrative Services stating that this year's parity funds would be reduced to make up for an accounting error overpaying part time faculty last year. Dr. Price also noted that she had received calls from part time faculty members stating that they received notice that their parity funds would be paid in one lump sum in July 2009.

Vice Chancellor Brahmbhatt responded to the concerns raised, confirming that the allocation to the campuses would remain the same. He discussed autonomy at the campus level, noting that it was up to each campus to determine the best way to manage its funds. ■ Mr. Brahmbhatt responded to inquiry regarding the reserve funds, stating that it was in the best interest of the students and District to protect those funds, especially with the uncertain fiscal environment. ■ He addressed the issue raised by Ms. Kennedy and Ms. Riddle regarding the reduction in English course section offerings, noting that additional courses were added in 2007-2008 utilizing one-time funds from year-end balance, that were not available this year. ■ Mr. Brahmbhatt discussed the challenges the District faced now and would continue to face in the future with potential midyear cuts from the state. He emphasized that employees were the District's most valuable asset, and that they needed to continue to work together. He noted that he would discuss the parity issue raised by Dr. Price when that item appears on the Agenda.

1. Official Public Hearing and Adoption of the 2008-2009 Budget for the Coast Community College District, continued

Trustees expressed concern regarding the mention of 30 sections to be cut in the English Department at OCC.

College Presidents Bob Dees and Wes Bryan discussed the challenge of offering enough course sections to meet student need and targeted growth in FTEs, without exceeding the maximum funded by the state. Mr. Bryan noted that GWC would also have to reduce course sections offerings in Spring 2009 in order to remain below the cap.

It was moved by Mr. Patterson and seconded by Mr. Moreno to have staff provide an analysis of the section management processes at the three colleges; analyze sections from 2004 through 2008; and indicate how sections are added and deleted in the process. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Howald, Mr. Moreno, Mr. Patterson, and President Ruiz.

Vice Chancellor Brahmbhatt thanked the Board for its patience, and recognized the Fiscal Services Staff for its work in providing the Budget in such a short time frame.

It was moved by Mr. Howald and seconded by Ms. Hornbuckle to adopt the budget as presented and send it to the State Chancellors Office.

Trustees agreed that the parity issue raised by Dr. Price would be addressed where the item appears on the Agenda, under 4.06 Personnel Action Items, *Authorization to approve B-1 Salary Schedule (Parity Funds) for 2008-09.*

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

2. GENERAL INFORMATION AND REPORTS

2.01 Reports

1. Report from the Chancellor

Chancellor Yglesias mentioned Orange Coast College's 60th Anniversary Orange Tie Gala and commended those who planned the wonderful event.

2. Reports from the Officers of Student Government Organizations

Kris Cutting, Orange Coast College (OCC) Student Senator, shared that he had the pleasure of attending the Orange Tie Gala with his grandmother, who was a graduate of OCC in 1953. ■ He reported that the ASOCC was in the process of filling positions for student representatives on campus-wide committees, and that he would provide a list to the Board when the process was complete.

Brett Reid, Vice President, Student Advisory Council (SAC), Coastline Community College (CCC), reported that SAC was soliciting student representation for committees. ■ He mentioned upcoming SAC events, including the Public Board of Trustees Forum on October 29, 2008 from 6:00 p.m. to 8:00 p.m. at the Garden Grove Center. ■ Mr. Reid also noted that a contest was taking place to name the Coastline Mascot. ■ In closing,

2. Reports from the Officers of Student Government Organizations, continued

he noted that SAC members would be attending a student leadership conference in San Diego on October 17, 2008.

Henry Nguyen, Finance Commissioner, Associated Students of Golden West College (ASGWC), reported that the ASGWC was promoting the Power Vote Campaign, a nationwide movement harnessing the political power of youth to take action in leading the world towards a clean energy economy. The campaign goal was to gather one million youth across the nation to pledge to vote for clean energy solutions. He announced that GWC's goal was to obtain 1,500 Power Vote pledges.

3. Reports from the Academic Senate Presidents

CCC Academic Senate President Cheryl Stewart reported on the Academic Senate professional development activities, including equivalency training and a participatory governance workshop. She also mentioned an upcoming workshop on curriculum training, noting that the Academic Senate would offer continued professional development workshops throughout the year. Ms. Stewart indicated that the Professional Development Committee at Coastline had been reconfigured. ■ She commented on enrollment management, expressing the opinion that the Coastline Vice Presidents, Deans and Department Chairs worked very hard together to address the issues involved in enrollment management, and the decision to cut course sections was not taken lightly. Ms. Stewart was glad that the Board expressed an interest in the process at the campuses, but felt that the managers at the colleges should be trusted to take care of the needs of the students, institution and faculty in the enrollment management process.

GWC Academic Senate President Diane Restelli reported that the Academic Senate was working on old and new business issues, including setting goals for the 2008-2009 school year. She was pleased with the participatory governance between the Academic Senate and administrators.

OCC Academic Senate Vice President Rodney Foster reported, on behalf of Academic Senate President Eduardo Arismendi-Pardi, that the Academic Senate had been busy educating constituents on the role and duties of the Senate. ■ He reported that the Academic Senate passed four Resolutions: 1) Civility Resolution; 2) Relationship Between Academic Senate and the Management of Orange Coast College; 3) Relationship Between Academic Senate, Coast Federation of Educators Local 1911, and Coast Community College Association Local 1152; and 4) Transparency Resolution.

3. CONSENT CALENDAR

It was moved by Mr. Howald and seconded by Ms. Hornbuckle to approve the amended Consent Calendar as presented in the October 1, 2008 Agenda.

Speaking to the Topic:

Marilyn Kennedy, OCC Academic Senate Conference and Workshop Chair expressed appreciation to the Board for listening to her concerns at the September 17, 2008 Board Meeting relating to the Consent Calendar, and thanked Vice President of Student Services Jess Craig, President Bob Dees, and Executive Assistant to the President Lynanne Minton, for their help with the issue.

3. Consent Calendar, continued

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA), raised an issue on Page 48 of the Agenda, noting that the \$28.85 Pay Rate listed for faculty was incorrect; She noted that if the Consent Calendar is approved, it should be with the provision that the amounts would be changed to reflect the new salary schedule.

President Ruiz pointed out an error on Page 45 of the Agenda, under *Professional Experts, Alaska Eagle 1009 Offshore Voyages*, and requested that correction be made to the dates for *Spring 1* to show "March 8 – 14, 2009."

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

3.01 CURRICULUM APPROVALS

Authorization was given for program/option/revisions/retirements/suspensions presented in the October 1, 2008 Agenda. (A copy of the curriculum report is on file with the October 1, 2008 Agenda and is available on request.)

3.02 TRAVEL AUTHORIZATIONS - BOARD & STAFF

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

3.02.01 Authorization for Student Trips – Coastline Community College

Michelle Wild, Instructor/Special Programs and Services for the Disabled to accompany approximately six students (Ticket Number 81937) to California State University San Bernardino Assistive Computing Resource Center in San Bernardino on October 16, 2008. Students will use District transportation.

Rebecca Metoyer, Instructor/Special Programs and Services for the Disabled and three instructional aides to accompany approximately 19 students (Ticket Number 81351) to various community sites during the Fall 2008 Semester, as listed below.

October 8	Mesa Verde Library, Costa Mesa
October 29	Baja Fresh, Costa Mesa
November 19	Henry's Farmer's Market, Costa Mesa
December 3	Target, Costa Mesa

Diane Ryan, Instructor/Emeritus/Social Studies to accompany approximately 25 students (Ticket Number 82470) to the Irvine Museum in Irvine on October 2, 2008. Students will use District transportation.

Diane Ryan, Instructor/Emeritus/Social Studies to accompany approximately 25 students (Ticket Number 82487) to the Irvine Museum in Irvine on October 7, 2008. Students will use District transportation.

3.02.01 Authorization for Student Trips — Coastline Community College, continued

Karen Thayer, Instructor/Art to accompany approximately 45 students (Ticket Numbers 82967, 81616, 81068, 81122) to the American Museum of Ceramic Art in Pomona on October 13, 2008. Students will use District transportation.

Marvette Anderson, Instructors/Art to accompany approximately 45 students (Ticket Numbers 81525, 81141, 82750) to the Los Angeles County Museum in Los Angeles on October 16, 2008. Students will use District transportation.

Karen Thayer, Instructor/Art to accompany approximately 25 students (Ticket Number 81513) to the American Museum of Ceramic Art in Pomona on October 17, 2008. Students will use District transportation.

Beverly Rico, Instructor/Psychology to accompany approximately 40 students (Ticket Numbers 81847, 81492) to the Costa Mesa Fairgrounds in Costa Mesa on October 20, 2008.

Jeanette Ellis, Instructor/Psychology to accompany approximately 50 students (Ticket Numbers 81823, 81818, 81819, 81820) to Tanaka Farms in Irvine on October 21, October 22, October 23 and October 24, 2008. Students will use District transportation.

Diane Ryan, Instructor/Emeritus/Social Studies to accompany approximately 45-50 students (Ticket Number 82487) to the Laguna Art Museum in Laguna Beach on November 18, 2008. Students will use District transportation.

Diane Ryan, Instructor/Emeritus/Social Studies to accompany approximately 25-30 students (Ticket Number 82470) to the Laguna Art Museum in Laguna Beach on November 20, 2008. Students will use District transportation.

Dora Escobar, Instructor/Early College High School to accompany approximately 70 students (Ticket Number K0321) to the University of Southern California in Los Angeles on November 21, 2008. Students will use District transportation.

Marvette Anderson, Instructor/Art to accompany approximately 45 students (Ticket Numbers 81141, 81525, 82750) to the Norton Simon Museum in Pasadena on November 25, 2008. Students will use District transportation.

Dora Escobar, Instructor/Early College High School to accompany approximately 70 students (Ticket Number K0321) to San Diego State University in San Diego on December 5, 2008. Students will use District transportation.

Dora Escobar, Instructor/Early College High School to accompany approximately 70 students (Ticket Number K0321) to UC San Diego in San Diego on April 24, 2009. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to the trip.

3.02.02 Authorization for Student Trips – Golden West College

Women's Volleyball Team

3.02.02 Authorization for Student Trips – Golden West College, continued

Revision to previous Board action of 7/16/08 to add Tim Johnson as an assistant coach

Roxana Ross and Candace Brenner, Alpha Gamma Sigma (AGS) Advisors, and 10 students to attend the AGS Fall Regional Conference, Long Beach City College, October 11, 2008.

3.02.03 Authorization for Student Trips – Orange Coast College

Orange Coast College student editors enrolled in Journalism 115AD, the *Coast Report* newspaper class, to attend the Associated Collegiate Press's National College Media Convention October 29 through November 2, 2008, in Kansas City, MO.

Orange Coast College Associated Students/Student Government to attend the Fall 2008 Student Senate General Assembly in San Jose, CA on October 24-26, 2008.

Orange Coast College students to participate in a whale watch cruise aboard M/V Ocean Adventure, Dana Point, CA on October 12, 2008. Transportation by bus. Dennis Kelly, Instructor of Marine Science, will be present.

Orange Coast College students to participate in a field trip to study the geology of the eastern Mojave Desert and Colorado Plateau, Grand Canyon, AZ on October 23-26, 2008. Transportation by van. Erik Bender and Jay Yett, Instructors of Geology, will be present.

Orange Coast College students to participate in a research cruise in Long Beach Marine Institute, Long Beach, CA on November 6 and November 18, 2008. Transportation by bus. Karen Baker, Instructor of Marine Science, will be present.

Orange Coast College students to participate in a tour of a Sanitation District in Fountain Valley, CA on November 20, 2008. Transportation by bus.

Orange Coast College students to participate in a field trip to Little Corona del Mar tide pools to observe intertidal organisms in Corona del Mar, CA on October 27, 2008. Joan Backey, Instructor of Marine Science, will be present.

Orange Coast College students to participate in a field trip to Laguna Beach tide pools to observe intertidal organisms in Laguna Beach, CA on November 3, 2008. Joan Backey, Instructor of Marine Science, will be present.

Orange Coast College students to participate in an oceanographic cruise in Long Beach Harbor, Long Beach, CA on November 17, 18, and 20, 2008. Transportation by bus. Joan Backey, Instructor of Marine Science, will be present.

Orange Coast College students to participate in an Analysis of Rocky Intertidal Organism Diversity at Cove State Park Beach Reef Point, Laguna Beach, CA. on November 14-15, 2008. Transportation by bus. Marc Perkins, Instructor of Biology, will be present.

Orange Coast College Speech Team to participate in the following trips during fiscal year 2008-2009. Courtney Anderson, Ben Lohman, Sherana Polk, Shawn O'Rourke, and Lucas Ochoa, Instructors in Speech, will accompany the students.

3.02.03 Authorization for Student Trips – Orange Coast College, continued

10/17/2008 California Double-Up Tournament Part I Azusa Pacific University
11/11/2008 “It’s Great to Be Free” Tournament Irvine Valley College
11/18/2008 Speech Showcase Orange Coast College

Instructors to be paid appropriate salary rates, as applicable; transportation will be furnished by the District.

Orange Coast College Alpha Kappa Chapter of Alpha Gamma Sigma honor society to send up to 25 students to the 2008 AGS Southern Regional Conference on October 11, 2008, at Long Beach City College, Long Beach, CA. Transportation by District bus.

3.03 GENERAL ITEMS

3.03.01 Authorization for Special Projects - Coastline Community College

Project/Activity: Contract Education/Military Outreach Training Event and Reception
Date: November 17, 18 and 19, 2008
Department: Contract Education/Military Outreach
Purpose: Training event for the site representatives
Cost/purpose/funding source: NTE \$20,000/Contract Education funds

Project/Activity: Wine Tasting Fundraising Event
Date: November 8, 2008
Department: CCC Art Gallery’s “Gallery Circle”
Purpose: Fundraising event
Cost/purpose/funding source: NTE \$1000/Art Gallery Circle Foundation funds

Project/Activity: Open Forum – Welcoming Back U.S. Ambassador to Vietnam
Date: Friday, October 10, 2008
Department: Coastline Community College, in cooperation with Congresswoman Loretta Sanchez, U.S. Representative District 47
Purpose: Public Service Town Hall Informational Event
Cost/purpose/funding source: No charge to the participants; no expense to the College or District.

Project/Activity: Coast Learning Systems hosts a Workshop including Lunch
Date: October 12, 2008
Department: ISD Marketing Department
Purpose: Marketing event for curriculum decision makers of North Carolina Community College System
Cost/purpose/funding source: NTE \$1000 (50% of total costs to be reimbursed by Dallas Telelearning); ISD ancillary funds

3.03.02 Authorization for Special Projects - Golden West College

Project/Activity: Disabilities Awareness Month
Date: October, 2008
Department: ASGWC
Purpose: Awareness and sensitivity to the abilities/needs of people with disabilities

3.03.02 Authorization for Special Projects– Golden West College, continued

Cost/purpose/funding source: \$200 for food; ASGWC funds

Project/Activity: Visit to Getty Museum

Date: October 10, 2008

Department: ASGWC

Purpose: For faculty and staff from GWC and CCC to see Peruvian exhibit

Cost/purpose/funding source: No cost to the college

Project/Activity: AIDS Awareness Month

Date: December 2, 2008

Department: ASGWC

Purpose: Guest speakers to educate students about the effect of AIDS on society

Cost/purpose/funding source: \$200 for food; ASGWC funds

Project/Activity: Certified Nurse Assistant/NATAP Curriculum Revision Project

Date: October 2, 2008 – June 30, 2009 in various locations and conference calls

Department: Regional Health Occupations Resource Center (RHORC)

Purpose: To revise current NATAP curriculum for certified nurse assistants

Cost/purpose/funding source: \$25,000 for food, supplies, printing; RHORC trust funds & State funding

Project/Activity: YWCA Encore Free Mammogram Program for Low-Income Students & Community

Date: October 15, 2008; April 15, 2009

Department: Student Health Services

Purpose: To increase breast cancer screening availability

Cost/purpose/funding source: None; YWCA to handle publicity

Project/Activity: Preceptor Instructor Workshop

Date: October 28-29, 2008

Department: RHORC

Purpose: Provide workshops for approximately 30 nursing employees in Rancho Mirage

Cost/purpose/funding source: \$1,200 for food, supplies, printing; RHORC Trust funds

Project/Activity: 2008 President's Holiday Open House

Date: December 2, 2008

Department: President's Office

Purpose: Annual holiday activity for faculty and staff

Cost/purpose/funding source: \$2,000 for food, supplies, printing; Discretionary funds

Project/Activity: Lights, Camera, Action TV Production

Date: January 13, 2009

Department: Outreach

Purpose: High school outreach event

Cost/purpose/funding source: no cost to the college

Project/Activity: The Best Choice for You Birth Control Fair

Date: February 11, 2009

Department: Student Health Services

Purpose: Educate students about contraception options and abstinence

Cost/purpose/funding source: Student health fees

3.03.03 Authorization for Special Projects - Orange Coast College

Project/Activity: Choral Concert Performance of Fountain Valley High School

Date: October 24, 2008

Department: Sponsored by OCC Music Department

Purpose: Outreach for recruitment of high school students

Cost/Purpose/Funding Source: No cost to the College

Project/Activity: Vocal Workshop/Festival of Elementary Choirs for Newport Mesa School District

Date: November 12, 2008

Department: Sponsored by OCC Music Department

Purpose: Outreach for recruitment

Cost/Purpose/Funding Source: No cost to the College

Project/Activity: Newport Mesa Unified School District High School Performing Arts Honors Night

Date: March 25, 2009

Department: Sponsored by OCC Music Department

Purpose: Outreach for recruitment

Cost/Purpose/Funding Source: No cost to the College

Project/Activity: Instrumental Elementary Workshop

Date: June 3, 2009

Department: Sponsored by OCC Music Department

Purpose: Outreach for recruitment

Cost/Purpose/Funding Source: No cost to the College.

Project/Activity: Invitational Choral Festival hosted by Fullerton College

Date: October 24, 2008

Department: OCC Music Department

Purpose: OCC Chamber Singers will perform

Cost/Purpose/Funding Source: No cost to the College

Project/Activity: 3rd Annual Photo Swap Meet

Date: October 4, 2008

Department: OCC Foundation and Photography Department

Purpose: Raise funds for Photo program

Cost/Purpose/Funding Source: NTE \$200 to be paid from event proceeds

Project/Activity: "Unique Art & Architecture Around the World" AIDS Benefit

Date: November 14, 2008

Department: OCC Foundation and Visual and Performing Arts Department

Purpose: Fundraiser for scholarships and AIDS benefit

Cost/Purpose/Funding Source: \$500 to be paid by ticket sales proceeds

Project/Activity: Candidate Debate

Date: October 21, 2008

Department: OCC Social & Behavioral Sciences Division

Purpose: Debate between candidates for the local congressional district

Cost/Purpose/Funding Source: No cost to the college

3.03.03 Authorization for Special Projects – Orange Coast College, continued

Project/Activity: First Annual Health Fair

Date: November 18, 2008

Department: OCC Student Health Services

Purpose: Increase awareness, resources, careers, and partnership with the community

Cost/Purpose/Funding Source: No cost to the college

Project/Activity: Variety of Educational/Transfer Events

Date: 2008-2009 Fiscal Year

Department: OCC Puente Project

Purpose: Activities for students, faculty, and mentors

Cost/Purpose/Funding Source: Paid by the University of California Office of the President and/or ASOCC funds

Project/Activity: Host Orange County Asian Pacific Community Alliance (OCAPICA) and high school participants

Date: October 18, 2008

Department: OCC Extended Opportunity Programs and Services & Cooperative Agencies Resources for Education (EOPS & CARE)

Purpose: OCC staff to co-chair a workshop for college applications and personal statements test for 60 local high school students

Cost/Purpose/Funding Source: No cost to the college

Project/Activity: Variety of Activities and Entertainment

Date: 2008-2009 Fiscal Year

Department: OCC Vietnamese Student Association

Purpose: Activities and entertainment throughout the OCC campus

Cost/Purpose/Funding Source: All expenses to be paid by sponsoring club

Project/Activity: Accreditation Workshops

Date: 2008-2009 Fiscal Year

Department: President's Office

Purpose: Food for attendees at accreditation workshops

Cost/Purpose/Funding Source: NTE \$3,000 to be paid from accreditation funds

Project/Activity: Meeting of the California Community College Foreign Language Council

Date: October 10, 2008

Department: Literature and Languages

Purpose: Approximately 100 participants invited to attend to discuss foreign language teaching

Cost/Purpose/Funding Source: Expenses to be paid by participants with no cost to the college.

3.03.04 Authorization to Apply for Funded Programs

Authorization was given for the following funded programs:

1. Funding for the 2008-2009 California Community Colleges Chancellor's Office "**Career Development Statewide Advisory Committee**" for coordination of activities at Orange Coast College of the Career Development Statewide Advisory Committee under

3.03.04 Authorization to Apply for Funded Programs, continued

Agreement Number 08-0384 from the California Community Colleges Chancellor's Office.

Fiscal Impact: Orange Coast College has been awarded \$38,000 from July 1, 2008 through June 30, 2009. No matching funds required.

2. Funding for the 2008-2009 California Community Colleges Chancellor's Office "**Family & Consumer Science Statewide Advisory Committee**" for coordination of activities of the Family & Consumer Science Statewide Advisory Committee under Agreement Number 08-0380 from the California Community Colleges Chancellor's Office.

Fiscal Impact: Orange Coast College has been awarded \$38,000 from July 1, 2008 through June 30, 2009. No matching funds required.

3. Funding for the 2008-2009 California Community Colleges Chancellor's Office "**Work-Based Learning Statewide Advisory Committee**" for coordination of activities of the Work-Based Learning Statewide Advisory Committee under Agreement Number 08-0387 from the California Community Colleges Chancellor's Office.

Fiscal Impact: Orange Coast College has been awarded \$38,000 from July 1, 2008 through June 30, 2009. No matching funds required.

4. Contract from the Mt. San Antonio College Family and Consumer Sciences discipline/Industry Collaborative Grant titled "**Industry Collaborative Family and Consumer Science**" providing funds to the Career Education Departments at Mt. San Antonio College and Orange Coast College for the administration of the Flash newsletter and other graphic arts/promotional materials as need by the grant activities.

Fiscal Impact: Orange Coast College has been awarded a total of \$25,000 from August 1, 2008 through June 30, 2009. No matching funds required.

3.03.05 Authorization for Disposal of Surplus

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.

3.03.06 Authorization to Enter Standard Telecourse Agreements - Coastline Community College

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

3.03.08 Authorization for Clinical Contracts - Orange Coast College

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.

NEW

Doctor's Ambulance Services
Laguna Hills, CA

Standard Clinical Affiliation Agreement

Huntington Hospital
Pasadena, 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.

3.03.09 Authorization for Purchase of Institutional Memberships - Coastline Community College

RENEWAL

California Association of Community College Registrars and Admissions Officers (CACCCRAO) - July 1, 2008 — June 30, 2009 - \$200

Council for Higher Education Accreditation (CHEA) – July 1, 2008 — June 1, 2009 - \$501

3.03.10 Authorization for Purchase of Institutional Memberships - Golden West College

RENEWAL

Honors Transfer Council of California – July 1, 2008 – June 30, 2009 - \$90

3.03.11 Authorization for Purchase of Institutional Memberships - Orange Coast College

RENEWAL

Association of Collegiate Business Schools and Programs (ACBSP) - July 1, 2008 - June 30, 2009 - \$1,250

2008-2009 California Association of Community College Registrars and Admissions Officers – July 1, 2008 – June 30, 2009 - \$200

California Community Colleges Chief Student Services Officers – July 1, 2008 – June 30, 2009 - \$300

3.03.13 Community Activities - Coastline Community College

Authorization was given for the listed not-for-credit programs offered from September 18, 2008 – June 30, 2009, as presented in the October 1, 2008 Agenda. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign any applicable agreements.

3.03.14 Community Activities - Orange Coast College

Authorization was given for not-for-credit classes to be advertised and offered by the Community Education Office during the period of October 2, 2008 – June 30, 2009, as presented in the October 1, 2008 Agenda.

3.03.15 Sailing Program - Orange Coast College

Authorization was given for non-credit classes to be offered by the Marine Programs Office during the period of October 1, 2008 – September 30, 2009, as presented in the October 1, 2008 Agenda.

3.04 PERSONNEL ITEMS

Authorization was given for Personnel Items listed in the October 1, 2008 Agenda, as amended.

3.05 ADDITIONAL PERSONNEL ITEMS

Authorization was given for Additional Personnel Items listed in the October 1, 2008 Agenda, as amended.

3.05.01 Authorization for Independent Contractors - Coastline Community College

Authorization was given for CCC Independent Contractors as listed in the October 1, 2008 Agenda.

3.05.02 Authorization for Independent Contractors - Golden West College

Authorization was given for GWC Independent Contractors as listed in the October 1, 2008 Agenda.

3.05.03 Authorization for Independent Contractors - Orange Coast College

Authorization was given for OCC Independent Contractors as listed in the October 1, 2008 Agenda.

3.06 FINANCIAL APPROVALS

3.06.01 Approval of Purchase Orders

The Board approved purchase orders listed in the amount of \$4,654,047.57. (A copy of the report is on file with the October 1, 2008 Agenda, and is available on request.)

3.06.02 Ratification/Approval of Checks

The Board ratified/approved the warrants for previously approved purchase orders listed in the amount of \$3,815,116.66. (A copy of the report is on file with the October 1, 2008 Agenda, and is available on request.)

3.06.03 Check List for General Obligation Bond Fund

The Board ratified/approved the warrants for the General Obligation Bond Fund in the amount of \$328,370.65. (A copy of the report is on file with the October 1, 2008 Agenda, and is available on request.)

4.0 Action Items

4.01 Authorization to Enter Agreements - Coastline Community College

- 1. Authorization to Approve a Memorandum of Understanding with the Commanding Officer, Naval Construction Battalion Center, Gulfport, Mississippi and the Coast Community College District (Coastline Community College) to Acquire and Operate a National Test Center for College-Level Examination Program® (CLEP® eCBT) and Internet-based DSST® Testing Programs at Naval Construction Battalion Center, Gulfport, Mississippi**

It was moved by Mr. Howald and seconded by Mr. Moreno that authorization be given to approve the MOU between the Commanding Officer, Naval Construction Battalion Center, Gulfport, Mississippi and Coast Community College District (Coastline Community College) to provide the guidelines to operate a "restricted" national test center for CLEP® eCBT and Internet-based DSST® testing programs to military and civilian personnel at Naval Construction Battalion Center, Gulfport, Mississippi. The term of the MOU will extend from the date signed by both parties and shall remain in effect for a period of three years. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this MOU.

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

Fiscal Impact: Expenses not to exceed \$15,000; A standard test administration fee of \$20 per test shall be paid for each test administered.

2. Authorization to Approve an Agreement with Time Warner Cable/Joint Forces Training Base in Los Alamitos and Coast Community College District (Coastline Community College) for Telecommunication Services at the Base

It was moved by Mr. Howald and seconded by Mr. Battistone that authorization be given to approve the agreement between Time Warner Cable/Joint Forces Training Base and Coast Community College District (Coastline Community College) for telecommunication services at the Orange County One-Stop Center's satellite office at the Los Alamitos Joint Forces Training Base. 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: Not to exceed \$45,000 per year for telecommunication cost to be paid with Workforce Investment Act funds.

3. Authorization to Approve an Agreement between FableVision and the Coast Community College District (Coastline Community College) to Design and Produce Interactive Games for the OLLI Language Acquisition Project

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that authorization be given to approve the Agreement between FableVision and Coast Community College District (Coastline Community College) to design and produce interactive casual games for learning for the Open Learning Language Initiative (OLLI) game-based language acquisition courses. 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 cost to District. Funded by a grant received from the William and Flora Hewlett Foundation

4. Authorization to Enter Into a Service Provider Agreement between the Los Angeles Division of Time Warner Cable and Coast Community College District (Coastline Community College)

It was moved by Ms. Hornbuckle and seconded by Mr. Patterson that authorization be given to enter into a Service Provider Agreement between the Los Angeles Division of Time Warner Cable and Coast Community College District (Coastline Community College), to provide a dedicated Point-to-Point circuit connection between Customer's data network and the Time Warner Cable facilities. The term of this Agreement is from October 5, 2008 through October 4, 2010. The Board further authorized the Chancellor or Vice Chancellor of Administrative Services to sign this Agreement.

4. Authorization to Enter into a Service Provider Agreement between the Los Angeles Division of Time Warner Cable and Coast Community College District (Coastline Community College), continued

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

Fiscal Impact: \$ 45,720 (\$1,905 paid monthly for 24 months)

4.02 Authorization to Enter Agreements - Golden West College

1. Authorization to Approve an Amended Standard Agreement Between the Coast Community College District (Golden West College) and the Commission on Peace Officer Standards and Training to Remove the Legal Update Online Pilot Course and Reduce the Online Streaming Hosting

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to approve an amended standard agreement between the Coast Community College District (Golden West College) and the Commission on Peace Officer Standards and Training to remove the Legal Update Online Pilot Course and reduce the online streaming hosting. The agreement is effective 07/01/08 – 06/30/09.

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

Fiscal Impact: Reduction of original agreement from \$397,642 to \$260,000 with the amendment.

2. Authorization to Approve a Renewal Standard Memo of Understanding Between the Coast Community College District (Golden West College) and the El Viento Foundation to Create Educational Pathways for Oak View Community Students to Attend GWC and Other Colleges and Universities

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone that authorization be given to approve a renewal standard memo of understanding between the Coast Community College District (Golden West College) and the El Viento Foundation to Create Educational Pathways for Oak View Community Students to Attend GWC and Other Colleges and Universities. The agreement is effective 07/01/08 – 06/30/09.

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

Fiscal Impact: GWC will fund the benefit package for the El Viento Foundation employees NTE \$12,000 per employee totaling \$24,000 annually. This amount will be paid on July 1 of each year with the provision that if the contract is terminated at any time, the \$24,000 will be refunded on a prorated basis for the balance of the fiscal year.

4.03 Authorization to Enter Agreements - Orange Coast College

1. Authorization to Enter Into a Non-Standard Agreement between the Coast Community School District (Orange Coast College) and First Class Vending, Inc. to Serve as the Exclusive Vendor on the Orange Coast College Campus

It was moved by Mr. Ruiz and seconded by Mr. Battistone that authorization be given to enter into a non-standard agreement between the Coast Community College District (Orange Coast College) and First Class Vending, Inc. to serve as the exclusive vendor on the Orange Coast College campus for a period of 24 months commencing October 1, 2008.

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: District shall be paid a commission of 25% of the monthly gross receipts, after payment of any applicable sales tax, California redemption value, and refunds.

2. Authorization to Enter Into a Non-Standard Agreement between the Coast Community School District (Orange Coast College) and Data Fusion Technologies, Inc. for the Purpose of Offering Scheduling Software (Jigsaw) Specific to the College's Scheduling Requirements with Unlimited Use of the Licenses

It was moved by Ms. Hornbuckle and seconded by Mr. Ruiz that authorization be given to enter into a non-standard agreement between the Coast Community College District (Orange Coast College) and Data Fusion Technologies, Inc. for the purpose of offering scheduling software (Jigsaw) specific to the college's scheduling requirements with unlimited use of the licenses.

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: Two campus-wide annual renewals April 2009-March 2011 to be paid in two installments of \$8,295 on the 1st of April, 2009 and 2010 for a total of \$16,590.

3. Authorization to Enter into a Non-Standard Agreement between the Coast Community College District (Orange Coast College) and VMWare, Inc. for the Purpose of Offering Software to Students

It was moved by Ms. Hornbuckle 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 VMWare, Inc. for the purpose of offering software to

3. Authorization to Enter into a Non-Standard Agreement between the Coast Community College District (Orange Coast College) and VMWare, Inc. for the Purpose of Offering Software to Students, continued

students enrolled in the Convergence Technology and Network Administration programs as requested by the company for three years from the date of signing, October 2, 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. Membership in the program is free to eligible colleges.

4.04 Authorization to Enter Agreement – District

1. Authorization to Enter into an Agreement between HealthFax, Inc., and the Coast Community College District for Flu and Pneumonia Immunization Clinics

It was moved by Mr. Howald and seconded by Mr. Moreno that authorization be given for the Coast Community College District to enter into an agreement with HealthFax, Inc., to provide flu and pneumonia vaccinations for all benefit-eligible employees and retirees, administered on the dates listed in the October 1, 2008 Agenda.

The cost of the influenza vaccination will be \$21.00 per individual. The Coast Community College District Wellness Committee will pay \$11.00 toward the \$21.00 charge. The cost for the pneumonia vaccination will be \$50.00 for each employee with no contribution by the District's Wellness Committee.

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

Fiscal Impact: NTE \$5,000.00 (District Wellness Funds)

2. Authorization for Golden West College to Enter into an Agreement with ACCENT Travel Contractor for a Summer 2009 Short-term Study Abroad Program in London, England

It was moved by Ms. Hornbuckle and seconded by Mr. Ruiz that authorization be given to enter into a standard travel contractor agreement to conduct a Summer 2009 Short-term Study Aboard Program in London, England. All logistical arrangements will be handled by ACCENT (International Consortium for Academic Programs Abroad).

The Board further authorized the Chancellor or the Vice Chancellor, Administrative Services and the Associate Vice Chancellor, Educational Services to sign the agreement.

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

2. Authorization for GWC to Enter into an Agreement with ACCENT Travel Contractor for a Summer 2009 Short-term Study Abroad Program in London, England, continued

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

3. Authorization for Orange Coast College to Enter into an Agreement with ACCENT Travel Contractor for a Summer 2009 Short-term Study Abroad Program in Paris, France

It was moved by Mr. Moreno and seconded by Mr. Patterson that authorization be given to enter into a standard travel contractor agreement to conduct a Summer 2009 Short-term Study Abroad Program in Paris, France. All logistical arrangements will be handled by ACCENT (International Consortium for Academic Programs Abroad).

The Board further authorized the Chancellor or the Vice Chancellor, Administrative Services and the Associate Vice Chancellor, Educational 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: No replacement costs for faculty assigned to the program. All payments by trip participants for travel services shall be made to the travel contractor. Travel contractor shall account to CCCD for the total cost of the trip.

4.05 Buildings and Grounds

1. Authorization for Change Order No. 9; District Administration Building, Bid No. 1920

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that authorization be given for Change Order No. 9 to the District Administration Building, Bid No. 1920 as described in the Change Order document.

These changes are necessary for the following reasons:

Reed Thomas Co. – Package A – Earthwork and Grading

1. Closeout Credit for Allowances <\$ 7,724>

Contract Amount: \$693,000 (C.O. 7: 9% Increase; C.O. 9: 1% Decrease)
Total Change Orders: \$54,802 (8% Increase)

Prizio Construction – Package D – Concrete

1. Closeout Credit for Allowances <\$ 806>

Contract Amount: \$4,016,502 (C.O. 1: .6% Increase; C.O. 2: 1% Increase;
C.O. 9: .02% Decrease)
Total Change Orders: \$84,973 (2% Increase)

1. Authorization for Change Order No. 9; District Administration Building, Bid No. 1920, continued

Tri-Citi Electric – Package H – Electrical/Fire Alarms/Low Voltage Systems

1. Closeout Credit for Allowances <\$ 9,555>

Contract Amount: \$3,277,000 (C.O. 1: .01% Increase; C.O. 3: 7% Decrease;
C.O. 5: .4% Increase; C.O. 9: .3% Decrease)
Total Change Orders: <\$244,755> (7% Decrease)

Williams Mechanical, Inc. – Package J – Plumbing

1. Closeout Credit for Allowance <\$13,497>

Contract Amount: \$387,500 (C.O. 3: 3.9% Increase; C.O. 4: 2.1% Increase;
C.O. 5: 1.6% Increase; C.O. 9: 3% Decrease)
Total Change Orders: \$16,263 (4% Increase)

Haitbrink Asphalt Paving – Package S – Asphalt

1. Closeout Credit for Allowances <\$21,604>

Contract Amount: \$548,691 (C.O. 1: .3% Decrease; C.O. 2: 1% Decrease;
C.O. 9: 4% Decrease)
Total Change Orders: <\$45,825> (8% Decrease)

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

Fiscal Impact: <\$53,186> (Measure C - General Obligation Bond)
Master Plan Approved Project
Replacement of District Temporary Structures
District Administrative Office Building

2. Authorization to File Notice of Completion

It was moved by Mr. Howald and seconded by Mr. Battistone that authorization be given to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement.

Bid No. 1941; OCC Information Technology Building Upgrade of Mechanical Controls
Contractor: Pardess Air, Inc.

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

3. Authorization for Addendum No. 5; Bundy-Finkel Architects; Orange Coast College Sailing Center Upgrade

It was moved by Mr. Howald and seconded by Mr. Moreno that authorization be given to accept Addendum No. 5 for additional architectural services for the Orange Coast College Sailing Center Upgrade.

The scope of service is to include the following tasks:

- | | | |
|----|---|---------|
| 1. | Modify construction documents for windows or skylights and height change of retaining wall and DSA approval. | \$2,990 |
| 2. | Finalize design on revisions to restroom, low-voltage and digital Information and outlets and lighting in workshop areas. | \$3,325 |
| 3. | Additional reimbursable expenses. | \$ 150 |

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

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

Fiscal Impact: \$6,465 (General Obligation Bond Fund/Measure C)
Master Plan Approved Project
OCC Upgrade Sailing Center
ADA & Women's Locker Room

4.06 Personnel Action Items

1. Authorization to Approve Salary Schedule Increases

Vice Chancellor of Human Resources Joe Quarles indicated an error in the formula presented in the Agenda, noting that the formula for increasing salary for Schedules BB, DD, EE, GG, JJ, L2 should read "nearest 0.5% plus ½ of a growth percentage plus .38%" for a total of 2.11%.

It was moved by Mr. Patterson and seconded by Mr. Howald to approve a 2.73% increase to the 2008-2009 AA and QQ Salary Schedules effective Fall 2008, and 2.11% increase to the 2008-2009 BB, DD, EE, GG, JJ and L2 Salary Schedules, effective July 1, 2008, as presented in the October 1, 2008 Agenda.

Speaking to the Topic:

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA) expressed concern that the part-time faculty were not receiving the same salary increase as full-time faculty.

1. Authorization to Approve Salary Schedule Increases, continued

Carol Spoja, Operations Coordinator, CCC, expressed concern that the proposed salary schedule increase for classified at 2.11% and for faculty at 2.73% was in violation of the contract. She also believed it sent the wrong message to all District employees and the community, that one group of employees was regarded more highly than another. Ms. Spoja requested that the Board take action to ensure a harmonious work environment and treat classified as valued employees by providing a salary increase equal to that of faculty.

Neal Kelsey Executive Director, CFCE, stated that the CFCE objected to the methodology used by the District leading to the difference in salary increases for 2008-2009. He discussed the "Me Too" clause and referred to the contract language relating to the issue, noting that the intent was to ensure that classified staff would enjoy the same salary increases as faculty. Mr. Kelsey expressed the opinion that the proposed unequal salary increase between faculty and classified was unjust and in violation of Article 19.4 of the current Collective Bargaining Agreement. He asked the Board to act in fairness and law to increase the salary schedule for classified employees to 2.73%.

Linda Wojciechowski, Secretary Admin, CCC, commented that the contract was negotiated with the intent of classified giving up the floating holiday and changing the retirement plan from the age of 50 to 55 in return for keeping the "me too" clause. She would like the District to be fair and show that it values classified staff.

Jack Price, Chief Negotiator of the CCA/CTA-NEA raised concern that part time faculty participated in the enrollment incentive program and received nothing for giving that up, as the full-time faculty did. He commented that the proposed salary would increase the gap between full-time and part-time faculty salaries, going against the goal of decreasing the difference in pay with parity dollars.

Dean Mancina President, Coast Federation of Educators (CFE) stated that detailed notes were taken during the negotiation discussions, and he would review them to clarify the intent and formulas discussed.

Vice Chancellor Quarles delivered a presentation regarding the negotiated contract in relation to salary schedules. He discussed the "me too" clause and shared the District's view that the base salary was equal between the classified and faculty units, noting that the additional salary for full time faculty was negotiated to make up for forfeiting incentive pay. Dr. Quarles noted that the other bargaining units did not negotiate for the additional salary increase. He discussed past salary differences in the District, in compliance with the contract agreements and referred to a MOU that was signed by the Chief Negotiators outlining this agreement.

Trustees discussed the "me too" clause and agreed that more information was needed to determine what was actually negotiated. Trustee Patterson requested that Mr. Mancina share the detailed notes to clarify this issue.

It was moved by Mr. Patterson and seconded by Mr. Howald to amend the motion to approve the 2008-2009 Salary Schedule increases as presented in the October 1, 2008 Agenda, and have staff report back to the Board on issues of concern, including: 1) What was negotiated with CFE (see Mr. Mancina's meeting notes); 2) Whether giving up incentive pay was inclusive of CCA; 3) What funds are available; and 4) Consult legal counsel to receive explanation of the "me too" language.

1. Authorization to Approve Salary Schedule Increases, continued

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

Fiscal Impact: \$3,294,262

2. Authorization to Approve B-1 Salary Schedule (Parity Funds) for 2008-09

It was moved by Mr. Patterson and seconded by Ms. Hornbuckle to approve the B-1 Salary Schedule (Parity funds) for 2008-09 as presented in the October 1, 2008 Agenda.

Speaking to the Topic:

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA) noted that the parity funds were allocated by the State to the part-time faculty to bring their salaries up to those of full-time faculty, and posed no fiscal impact to the District budget.

She then expressed concern regarding feedback correspondence to part-time faculty stating that the parity money would not be paid until June or July in one lump sum.

Vice Chancellor Brahmhatt discussed the language in the negotiated agreement regarding parity funds for part-time faculty. He explained how it was stipulated that dollar amounts overspent from the previous year were subtracted from the current year's allocation. He agreed to provide a copy of the signed agreement to Dr. Price and Mr. Mancina to clarify the issue.

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

Fiscal Impact: \$1,584,432

4.07 General Items of Business - Orange Coast College

1. Authorization to Conduct a Short-Term Program in Florence, Italy During Summer, 2009

It was moved by Mr. Howald and Mr. Battistone that authorization be given to enter into a standard travel contractor agreement to conduct a Study Abroad Program in Florence, Italy during summer 2009.

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

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

4.08 General Items of Business – District

- 1. Authorization to Contract with Collins & Aikman Floorcoverings, Inc. dba Tandus Specialized Markets Utilizing the Department of General Services, (CMAS) California Multiple Award Schedule Contract 4-08-00-0054C; Golden West College Classroom Upgrade**

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that the Board of Trustees authorize the Director of Facilities and Planning to issue a purchase order utilizing the CMAS contract to Collins & Aikman Floorcoverings, Inc. dba Tandus Specialized Markets for the Golden West College classroom upgrade.

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

Fiscal Impact: \$150,000 (District Funds)

Recess

It was requested that the Board take a short recess at 9:55 p.m.

Reconvene Regular Meeting

The Board reconvened at 10:02 p.m. to continue its regular meeting.

Continuation of 4.08 General Items of Business – District

- 3. Authorization to Continue to Fund, as Recommended, the Retiree Health Benefits Liabilities for the District in Order to Meet the Requirements of GASB 45**

It was moved by Ms. Hornbuckle and seconded by Mr. Howald that the Board authorize implementation of the recommendations to mitigate Retiree Health Benefits Liabilities for the District, as presented in the October 1, 2008 Agenda.

Speaking to the Topic:

Dean Mancina, President, Coast Federation of Educators (CFE), suggested that the language in Item 4 be changed to say “meet the recommendations of GASB 45” rather than “requirements.” He further shared that it was his understanding that the requirement was to conduct actuarial studies.

Trustees raised concerns regarding payment of the retiree health benefits under GASB 45, suggesting that the funds be held back until there was more clarity on the fiscal situation of the District. Others commented on the District’s obligation to have a plan to fund retiree benefits.

Vice Chancellor Brahmhatt emphasized the importance of protecting employees by continuing to fund this recommendation, and the sooner it was put aside for retirement

3. Authorization to Continue to Fund, as Recommended, the Retiree Health Benefits Liabilities for the District in Order to Meet the Requirements of GASB 45, continued

liabilities, the better off the District would be. He added that because of the current cash flow situation, the payment would not be sent to the Community College League of California (CCLC) until the State budget situation was confirmed. Mr. Brahmhatt mentioned the issues involved in providing this benefit to retirees.

A substitute motion was made by Mr. Patterson and seconded by Mr. Moreno to continue this item until the February 4, 2009 Board Meeting. The substitute motion failed with the following votes: Aye – Mr. Moreno and Mr. Patterson; Nay – Ms. Hornbuckle, Mr. Howald, and President Ruiz.

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

Fiscal Impact: 3.0% of all contract employee salaries to General Fund. Approximately \$3,000,000 in FY 2008/2009. Future income will fund retiree health benefits liabilities.

5.01 Reports Continued

1. Report from the Employee Representative Groups

Dean Mancina, President, CFE, addressed the Board regarding faculty hiring 2009-2010 and read a prepared statement, which is attached to and part of the Minutes of the October 1, 2008 Board Meeting.

Vice Chancellor Brahmhatt discussed issues involved in the retirement and hiring of many faculty at the same time and complying with the 50/50 law, noting that it was to manage the faculty obligation gradually.

Barbara Price, President, CCA/CTA-NEA, reported that the All Part-time Faculty Picnic was a wonderful event, and thanked Trustees Hornbuckle and Patterson for attending. ■ She was pleased that part-time faculty would now have the opportunity to apply for CCCD Foundation faculty scholarships. ■ In Closing, Dr. Price shared that the CCA/CTA-NEA newsletter was being prepared.

Chancellor Yglesias noted that the suggestion from Foundation Board Member Sid Stokes led to part-time faculty being given the opportunity to apply for CCCD Foundation scholarships.

2. Reports from the Presidents

Golden West College (GWC) President Wes Bryan thanked the Board for attending the ground breaking ceremony for the Learning Resource Center at GWC. ■ He noted that the campus was focused on determining how to serve students effectively during the current difficult fiscal situation.

Coastline Community College (CCC) Vice President of Student Services Vangie Meneses reported, on behalf of President Ding Jo Currie, who was speaking at the Council of Europe Global Forum in Strasbourg, France. ■ She reported that a group from Coastline participated in an exchange program with North Lindsey College in

2. Reports from the Presidents, continued

England, providing the opportunity to visit the college and observe the processes relating to student outcomes and accountability. ■ Ms. Meneses commented that Coastline was involved in discussions regarding enrollment management principles, to be adhered to in times of crisis and in times of lush resources.

Orange Coast College (OCC) President Bob Dees thanked the Board members for attending OCC's 60th Anniversary Orange Tie Gala. ■ He reported that he and the Vice Presidents would be meeting in a four-hour session to discuss budget planning at OCC.

3. Reports from the Board of Trustees

Trustee Jim Moreno reported on his attendance at the Orange County Business Council and provided copies of the workforce development report. He shared that discussions included emphasis on the role of the community college system. ■ Mr. Moreno commented that the Orange Tie Gala was a nice opportunity to socialize and raise money for scholarships.

Trustee Mary Hornbuckle reported on the Orange County School Board's Association dinner meeting, commenting that the focus was on K-12 education. ■ She shared that she attended the Back to School night for the Early College High School, and the District-wide Student Council meeting.

Student Trustee Michael Battistone reported on the District-wide Student Council Meeting, thanking everyone who attended. He commented that after taking time to learn about one another and having lunch, the first business meeting of the year was held. Mr. Battistone indicated that the first issue to be addressed was the voter registration drive, adding that students could register to vote on the District website, cccd.edu.

Board President Armando Ruiz commented on recent events including the Orange Tie Gala.

Trustee Jerry Patterson mentioned that the Little Saigon tasting tour was a nice event. ■ He expressed the opinion that the Orange County School Board Association Dinner Meetings provided a good opportunity to interact with representatives from the District's feeder schools.

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

The Board of Trustees reviewed the Board Directives Log as included in the October 1, 2008 Agenda, and made recommendations for revisions to language and due dates.

5. Report on Basic Life and Accidental Death & Dismemberment Insurance for Part-Time Faculty Members

Speaking to the Topic:

Barbara Price, President, CCA/CTA-NEA expressed concern that part-time faculty members had not received the basic life and accidental death and dismemberment insurance that was approved by the Board September 19, 2007.

Vice Chancellor Quarles responded to Dr. Price's concern, noting that the increase in life insurance approved at the September 19, 2007 Board Meeting applied to part-time faculty who received benefits. Faculty with less than a 50% teaching load did not receive benefits, and were not eligible for life insurance. Dr. Quarles recommended that this issue be referred to the negotiations table since it was inappropriate to negotiate in the Board meeting.

Since there was disagreement as to what the Board approved on September 19, 2007 in relation to the life insurance for part-time faculty, the Board requested a copy of the adopted Minutes of September 19, 2007.

It was moved by Mr. Howald and seconded by Mr. Moreno that staff provide a certified copy of the Agenda and Minutes of the September 19, 2007 Board Meeting, and that this issue be brought back to the Board on November 5, 2008.

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

6. Report on the 24 Hour Fitness Membership at the Employee Discount Rate for Part-Time Faculty with Less than 7.5 LHE

It was moved by Mr. Patterson and seconded by Mr. Howald to approve the inclusion of part-time faculty with less than 7.5 LHE in the 24 hour fitness membership at the employee discount rate, as presented in the October 1, 2008 Agenda.

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

7. Consideration of Association of Community College Trustees (ACCT) and California Community Colleges League (CCLC) Meetings and Conferences

The Board reviewed the upcoming ACCT and CCLC Meeting and conference dates listed in the October 1, 2008 Agenda.

8. Review of Board Meeting Dates

The Board reviewed the Board Meeting dates listed in the October 1, 2008 Agenda. Christian Teeter, Manager of Board Operations/Assistant to the Chancellor clarified that the November 5, 2008 Board Meeting was a Regular Meeting and the November 19,

8. Review of Board Meeting Dates, continued

2008 Board Meeting was a Regular Meeting/Study Session and that would be reflected in the October 15, 2008 Board Agenda.

5.02 Additional Informative Discussion Topics

1. Update on Orange Coast College Accreditation Issues

In response to a Trustee request, OCC President Bob Dees provided a status report on efforts to address the issues raised in the June 30, 2008 letter received from the Accrediting Commission for Community and Junior Colleges (ACCJC). He provided the Board members with a summary of the progress of the accreditation activities. Mr. Dees reported that OCC's efforts had been focused on: (1) identifying programs, (2) identifying program Student Learning Outcomes (SLOs); (3) defining assessment processes; (4) linking program review data to planning and resource allocation; and (5) working with the District to design a functional map. Mr. Dees noted that as of October 1, 2008, the college added SLOs to 63% of its course outlines and was on schedule to meet its target of completing 100% of course outlines by December 1, 2008. He was confident that OCC was in good shape to report to the ACCJC in March 2009.

Trustee Patterson inquired regarding the accreditation issue relating to the relationships among the three colleges and District office. Interim Associate Vice Chancellor Joyce Black discussed the efforts addressing this issue, indicating she would present a packet at the Chancellor's Cabinet for feedback.

5.03 Review of Buildings and Grounds Reports

The Board reviewed the Buildings and Grounds reports.

5.04 Review of Proposed Changes to Usage Fees and/or Equipment Policy 04-2-11

The Board reviewed the proposed changes to Policy #040-2-11, Usage Fees and/or Equipment, as presented in the October 1, 2008 Agenda. This item will return for action on the October 15, 2008 Agenda.

5.05 Review of Quarterly Financial Status Report

The Board reviewed the Quarterly Financial Status Report ending June 30, 2008, including CCFS-311Q State Chancellor's Report, a General Fund Financial Status Report and Fund Balance Report for all funds.

6. Adjournment

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

6. Adjournment, continued

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

The meeting was adjourned at 12:02 a.m.

Secretary of the Board

Attached to and Made Part of the Minutes of the CCCD
Board of Trustees Meeting of October 1, 2008

CFE Presentation to the Board of Trustees
FACULTY OBLIGATION NUMBER
October 1, 2008

Tonight I want to address your board about faculty hiring for 2009-10, and this is a prepared statement I would like to read into the record. How many Full-Time, Tenure Track Faculty does the District plan to hire at the three colleges next fall? In a moment, I'll explain why I'm bringing this up now, in October. The State Chancellor's Office oversees the number of Full-Time Faculty in each district by using three mechanisms, which you are heard of but may not be fully cognizant about. There is the 50% Law, the 75/25 Ratio, and the Faculty Obligation Number, or FON. I don't have enough time this evening to discuss all three of these mechanisms.... That would probably be a great topic for one of your upcoming workshop sessions.

Tonight, my goal is to inform you about the FACULTY OBLIGATION NUMBER, and where the Coast District is in regards to that benchmark. The State Chancellor's Office determines through a calculation based on historical FTEs generated.... A MINIMUM number of Full-Time, Tenure Track Faculty that must always be employed by each district. A report by each district in this regard is due to the State Chancellor's Office by the middle of November, each year.

Of course we want to hire the best faculty and have the pick of the crop so to speak in terms of who is out there and looking for a full-time position, so the prime time for districts to make job offers to potential new faculty is in the spring. Therefore that's when we do our interviews, screening, and make job offers. Working backwards, we therefore need to conduct our recruitment campaign earlier each year, in January and February. Therefore, in November & December the college presidents need to review recommendations and make their final decision as to the numbers and departments where there will be hirings. And since the Faculty, Departments, or Senates play an important role in the recommending of hiring of new faculty, that process has to occur in October & November. By creating a reverse calendar, you can see why October is certainly a timely month to be talking about this topic.

Another important timeline to understand is the Coast District's historical approach to hiring Full-Time Faculty. Generally speaking, in any given year, faculty notify the district that they are retiring in late spring. Because by that time, it's too late to go through the 8-month process to hire a new faculty member, the following year we hire a temporary 1 year faculty member to fill in. During that year, the Senate, Department, or Vice-President and President conduct their review and evaluation of the open position, make a decision, recruit, interview, and make a job offer. Then, a new Tenure Track Full Time Faculty member is hired to start in Year 3. This method has worked to some degree for the District as a method of a 1 for 1 replacing of retiring faculty. HOWEVER, due to the Coast District's current positioning in terms of its FACULTY OBLIGATION NUMBER, coupled with a salary schedule that will result in a large number of retirements in 2009, CFE does not believe this hiring cycle will work next year. Here's why.

Let's take a quick look at the Coast District last year, in 2007, to see where we were in terms of the MINIMUM Faculty Obligation Number, or FON. When we reported to the State Chancellor's Office in November last year, we had 478 Faculty. Our minimum obligation was to have 412 faculty. So we were in good shape with faculty numbers, 15% over the MINIMUM FON. And it's important to remember here that this is the FLOOR, the MINIMUM number of full time faculty the Coast District must employ. This year, the report is not due yet, but since we have had faculty leave, we've hired new faculty, and the state provides the FON 2-3 years in the future, we can accurately predict where we stand. 15 Faculty left either due to resignation, termination, or retirement. You will recall last year's discussion at several board meetings about the District's decision to "pre-hire" for future retirees.... The plan to hire 34 Full-Time Faculty in order to be prepared for upcoming retirements. According to my calculations, which are based on the Board Agendas and Minutes, I think we hired 35 Full-Time Faculty this spring and summer. Hiring 35 and losing 15 gives us a net increase in our faculty ranks of 20. So presently we have 498 Faculty. However, the State Chancellor's Office has been correcting our FON to bring it back up after it fell in 2004 when we missed our FTE goal. You will recall my saying earlier that FTEs is the determining factor in each District's FON. That adjustment has been occurring, but in 2008 our FON takes a big jump on its way to getting to where it should be based on the FTEs we generate. Our 2008 FON is 467. But we're still ok, because our 498 Faculty put us at 7% over our FON.

Now let's look at next year. Now we are faced with some uncertainty. How many faculty will retire next May? One factor to consider is how many faculty are age-eligible to retire. The minimum age to retire is 55. Currently, 235 faculty are over the age of 55... the minimum retirement age. Another important fact to consider in estimating this number is that three years ago CFE negotiated a new 17th step on the faculty salary schedule. We hadn't had a new step in years, and more than 25% of our faculty were "maxed out" on the salary schedule. Numerous faculty have been telling CFE for the past three years that they are retiring in May 2009, since the new step on the salary schedule will provide a bump in their retirement monthly compensation. Finally, faculty morale is low as it often is when the economy is poor. As just a few examples, there has been much general dissatisfaction with management's treatment of faculty the last few years, the implementation of Banner, accreditation woes, and the demands of out-of-work students who have short tempers and are impatient to get back into the workforce. These factors and more contribute to the decision to retire. CFE estimates that at least 75 faculty will retire in 2009. But the only way to have an accurate number is to offer an early retirement incentive, which the Board has rejected several times over the last year and a half. So we can only make educated guesses. CFE regularly attends the Board meetings, Chancellor's Cabinet, and the Academic Senates, but so far we have heard no number for next year's faculty hiring. But we all know money is tight. Let's guess 34 as the number of faculty the Coast District will hire in 2009.

Based on these assumptions, we'd lose 75 faculty and hire 34, so our net total faculty would be 457. Our FON will take a small jump next year also. With a 2009 FON of 476, the Coast District would end up 4% below the FON. What happens when a district falls below the FON? They pay a penalty to the State Chancellor's office of \$64,200 per faculty member below the FON. In this example, the penalty is 1.2 million dollars. This is money we'd pay to the state for which we would receive no FTEs. So obviously, we aren't going to do that. Based on 75 faculty retiring,

which is a conservative estimate, CFE has calculated the number of faculty we'd have to hire in order to achieve the FON at 53. If 75 faculty leave and we hire 53, Coast will end up with 476 faculty, which is exactly 2009's FON. But, of course, this number is too low, too risky, because if 5 more faculty retire than we estimated, that would cost the District in excess of \$300,000. Therefore, the Coast Federation of Educators recommends that in order to provide instructional stability to the educational programs in our three colleges and to avoid the possibility of a penalty for falling below the FON that 100 faculty be hired next year. While that number sounds high, it is not only realistic, but as you'll see in a moment, affordable. If we lose 75 faculty and hire 100, our total faculty number will be 523, which will put us 10% over our FON. Remember, the FON is the MINIMUM number of full time faculty our District, and every District in the state, must employ. How can we afford this?

In our example, if 75 faculty leave at an estimated average salary of \$109,000, that will free up 8 point 2 million dollars for the 2009-10 year. A reasonable estimate of the cost of hiring 100 new faculty, who come in, of course, much lower on the salary schedule, is, on average, \$55,000 per year plus \$12,500 in benefits, or 6.8 million dollars. What should be done with the 1.4 million faculty dollars remaining? Since CFE heard at the negotiations table that you have not allocated one penny for our contract re-opener negotiations, which include two of the biggest articles in our contract, Working Conditions and Hours of Service, CFE recommends that these faculty dollars be used to fund CFE contract negotiations this year. We have a handout for you of these last two slides. This concludes our presentation.