

Regular Meeting

Board of Trustees Coast Community College District

District Board Room

6:30 p.m. Regular Meeting

October 15, 2008

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on October 15, 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 6:31 p.m.

2. Pledge of Allegiance

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

3. Roll Call

Trustees Present: Mary Hornbuckle, Jim Moreno, Armando Ruiz, and Michael Battistone.

Trustees Absent: Walt Howald and Jerry Patterson

Others in Attendance were: **Staff** – K. Yglesias, J. Black, C. Brahmhatt, J. Quarles, E. Arismendi-Pardi, C. Babler, W. Bryan, J. Craig, D. Currie, B. Dees, B. Fey, J. Houlihan, D. Mancina, V. Maneses, B. Price, J. Price, D. Restelli, N. Sprague, C. Stewart, C. Teeter, D. Turnbull; **Students** – K. Cutting.

4. Adopt Agenda

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to add an urgent item to the Informative section of the Agenda, *Report from Staff on Budget Update and State Budget Impact to Coast Community College District*, noting that the need to include the item arose subsequent to the printing and posting of the October 15, 2008 Agenda. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Moreno, and President Ruiz.

It was then moved by Ms. Hornbuckle and seconded by Mr. Moreno to add another urgent item to the Action section of the Agenda, *Resolution of the Board of Trustees of Coast Community College District, Orange County, California*, noting that the need to include the item arose subsequent to the printing and posting of the October 15, 2008 Agenda. Motion carried with the following vote: Aye – Ms. Hornbuckle, Mr. Moreno, and President Ruiz.

The amendments to the Agenda were then presented, and it was moved by Mr. Moreno and seconded by Ms. Hornbuckle to adopt the Agenda as amended. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Moreno, and President Ruiz.

5. Public Comment

Irene Naesse, Faculty Member, Orange Coast College (OCC), addressed the Board as a representative of OCC faculty and staff who support Vice President of Instruction Melinda Nish. She read a signed petition expressing the opinion of 134 OCC faculty and staff who have found Ms. Nish to be an effective and competent administrator. Ms. Naesse urged the Board of Trustees, Chancellor, and College President to take into account the opinions of these faculty and staff in the evaluation of Ms. Nish's leadership and performance.

6. Approval of Minutes

It was moved by Ms. Hornbuckle and seconded by Mr. Ruiz to approve the Minutes of the Regular Meeting of September 3, 2008. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Moreno, and President Ruiz.

2. GENERAL INFORMATION AND REPORTS

2.01 Reports

Report from Staff on Budget Update and State Budget Impact to Coast Community College District

Vice Chancellor of Administrative Services C.M. Brahmbhatt discussed State Budget issues impacting the District, and referred to potential midyear cuts. He indicated that the District had sufficient cash to make payments to vendors and employees through December 31, 2008 regardless of the decisions at the state level. Mr. Brahmbhatt also confirmed that the 2008-2009 District Budget allocations adopted on October 1, 2008 would be honored. He encouraged staff to evaluate expenditures carefully and spend only what is necessary in an attempt to assist with the uncertainty of the 2009-2010 budget.

Student Trustee Michael Battistone expressed concern regarding the impact of the budget situation on course offerings and asked which classes were being cut.

Vice Chancellor Brahmbhatt responded that data was being collected to report to the Board on section management.

Trustee Moreno asked about utilizing the funds set aside for future retiree benefits under GASB 45, to invest in additional class sections during the current economic downturn. In response, Vice Chancellor Brahmbhatt discussed the challenges faced by the campuses in section management, and emphasized that the decision to cut classes was a last resort. He commented that it was the District's responsibility to plan for retiree benefit costs as long as it provides those benefits to its employees.

President Ruiz commented on the issues involved with investing one-time funding toward ongoing activities.

Speaking to the Topic:

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA), expressed concern regarding the reduction in 2008-2009 parity funds for part-time faculty to make up for the overpayment in 2007-2008. She commented that the Memorandum of Understanding that referred to supporting the reduction in parity funds had expired and was no longer part of the CCA/CTA- NEA Contract Agreement. Dr. Price expressed concern that she had not received information she had requested regarding the number of part-time faculty who received parity funds in the past years. She referred to a report she heard regarding \$750,000 being removed from the part-time faculty overload account, and requested clarification since part-time faculty do not teach overload assignments.

Trustees Hornbuckle and Moreno expressed concern that the issues raised by Dr. Price had not been resolved and requested that she submit a concise document of issues so that the Board can direct staff and resolve those items.

1. Report from the Chancellor

Chancellor Yglesias had no report.

2. Student Government Organizations

Kris Cutting, OCC Student Senate, distributed a spreadsheet report on student appointments to campus committees, and noted that seven seats were still vacant. ■ He reported on the following upcoming events: A Day of Debate on October 16, 2008; Community Science Night on October 17, 2008; the Great Debate between the 46th Congressional District Candidates on October 21, 2008; and the Coast Community College District Trustee Candidate Forum on October 23, 2008.

3. Reports from the Academic Senate Presidents

There were no reports from the Academic Senate Presidents

3. CONSENT CALENDAR

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone to approve the Consent Calendar as amended.

Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Moreno, and President Ruiz. (Note: All background reports were included with the October 15, 2008 Agenda and are available on request.)

3.01 Curriculum

There was no curriculum submitted for approval.

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 (CCC)

Authorization was given for the following CCC student trips:

Dona Bunnell, Instructor/Emeritus/Art to accompany approximately 25 students (Ticket Number 81207) to the Huntington Library Art Collection and Botanical Gardens in San Marino on October 25, 2008. Students will use District transportation.

Kenneth Lopour, Instructor/Early College High School to accompany approximately 16 students to the Coastline Community College Garden Grove Center in Garden Grove on October 22, 2008, to teleconference with students from England who are participating in the International Project; a collaboration between Early College High School students and high school students from England. Students will use District transportation.

Ann Holliday, SAC Advisor to accompany approximately five students (Ticket Numbers 81741, 81742, 81743, 82362) to the California Community College Student Affairs Association Conference: America's Next Top Leaders in San Diego, October 17–19, 2008. Students will use District transportation.

Ann Holliday, SAC Advisor to accompany approximately four students (Ticket Number 81741) to the Student Senate for California Community Colleges in San Jose, October 24–26, 2008.

3.02.02 Authorization for Student Trips - Golden West College (GWC)

Authorization was given for the following GWC student trips:

Fran Faraz, Peace, Mind, and Body Club Advisor, and five students to attend a conference on Rediscovering Gandhian Wisdom: Building a Peaceful Future, CSU Pomona, October 17-19, 2008.

3.02.03 Authorization for Student Trips - Orange Coast College (OCC)

Authorization was given for the following OCC student trips:

Orange Coast College students to participate in a Tour and Class Activity at the Long Beach Aquarium, Long Beach, CA, on October 28, 2008. Transportation by van.

Orange Coast College students to participate in an Oceanographic Cruise at the Long Beach Marine Institute, Long Beach, CA, on November 18-19, 2008. Transportation by bus.

The OCC Cheer & Dance Teams to travel to Orlando, Florida for the Universal Cheerleaders Association Collegiate Championships January 15-19, 2009. Coaches Mike Reynolds and Dan Sapp will travel with the teams.

The OCC Cheer & Dance Teams to participate in the Cheerpros California State Championships at California State University, Long Beach in Long Beach, CA. January 24-25, 2009.

The OCC Cheer & Dance Teams to participate in the Spirit Sport Championships at the Palm Springs Convention Center in Palm Springs, CA February 7-8, 2009. Coaches Mike Reynolds and Dan Sapp will travel with the teams. There is no cost to participating student-athletes, and there will be no cost to the college.

The OCC Cheer & Dance Teams to participate in the United Performing Association Americup Challenge at the Minneapolis Convention Center in Minneapolis, MN February 19-23, 2009.

The OCC Cheer & Dance Teams to participate in the United Spirit Association Collegiate Championships at the Anaheim Convention Center in Anaheim, CA March 29-30, 2009.

Orange Coast College Extended Opportunity Program & Services (EOPS) and Cooperative Agencies Resources for Education (CARE) to sponsor 35 students of Guardian Scholars Program (Foster Youth) from Orangewood Foundation for a campus tour and meeting at Orange Coast College on October 18, 2008.

Orange Coast College Model United Nations students to attend the Model United Nations Conference (CALMUN Fall) on October 25, 2008, in Anaheim, CA.

Orange Coast College students to participate in a tour of Legoland Aquarium and meeting with a senior marine biologist at Legoland California Resort, Carlsbad, CA on November 21, 2008. Transportation by bus.

Orange Coast College students to participate in a tour and class activity at Long Beach Marine Institute, Long Beach, CA on October 28, 2008. Transportation by bus.

Orange Coast College students to participate in an oceanographic cruise at the Long Beach Marine Institute, Long Beach, CA on November 18-19, 2008. Transportation by bus.

Fall 2008 – OCC Overnight Athletic Trips:

Women's Volleyball, Coach: Chuck Cutenese

Assistant Coaches: Adrian Delgado, Adam Cutrell, Dodi Drozd, Drew Ginther

September 12-13, Glendale College & Citrus College

December 4-8, State Tournament, TBA

(Revision to Previous Board Action to add a trip. Previous Board approval 7/16/08.)

3.03 GENERAL ITEMS

3.03.01 Authorization for Special Projects - Coastline Community College (CCC)

Authorization was given for the following CCC Special Projects:

Project/Activity: Conference on Hate Crime

Date: October 17, 2008; 8:00 a.m.-noon; Garden Grove Center

Department: CCC, in cooperation with Orange County Human Relations Department

Purpose: Informational

Cost/purpose/funding source: No charge to the participants; no expense to the College or District.

Project/Activity: Use of Garden Grove Center Parking Facilities

Date: November 7-9, 2008; Garden Grove Center

Department: CCC in cooperation with the Arab American Council

Purpose: Overflow parking

Cost/purpose/funding source: No charge to the participants; no expense to the College or District. The Committee posted a \$2 million general liability insurance policy.

Project/Activity: Annual Open House and Potluck Dinner

Date: October 27, 2008; 6:00-8:00 p.m.; Costa Mesa Center

Department: Special Programs and Services for the Disabled

Purpose: Open house event for students and their families

Cost/purpose/funding source: NTE \$600; Foundation funds

(Revision is to change event date and estimated cost. Prior Board Approval: 9/3/08)

Project/Activity: Brown Bag Lunch Seminars

Date: November 1, 2008 - June 30, 2009

Department: Technology Committee

Purpose: Informational/Instructional

Cost/purpose/funding source: No cost to College or District; MPI Grant funds

Project/Activity: Canned Food Drive

Date: November 3-14, 2008

Department: Student Advisory Council

Purpose: Public Service

Cost/purpose/funding source: NTE \$100; SAC funds

Project/Activity: Forum/Question and Answer Session

Date: Wednesday, October 29, 2008; 6:00–8:00 p.m.; Garden Grove Center

Department: Student Advisory Council

Purpose: Informational for all persons seeking to be elected to the Coast Community College Board of Trustees

Cost/purpose/funding source: NTE \$250; SAC funds

Project/Activity: Servant Leadership Workshop

Date: October 3, 2008

Department/Committee: Leadership Development Institute

Purpose: Part of the College Professional Development Initiative and will provide practical advice for being a successful servant leader.

Cost/purpose/funding source: NTE \$250; College and Foundation funds

(Originally submitted to the 10/1/08 Board Agenda.)

Project/Activity: California Health Nail Salon Town Hall Meeting

Date: October 5, 2008

Department: Coastline, in cooperation with Senator Lou Correa, Senate District 34

Purpose: Public Service Town Hall Informational Meeting

Cost/purpose/funding source: No cost to participants, and no expense to the College or District.

Project/Activity: Veteran's Day Recognition Event and Job Fair

Date: November 5, 2008; 8:30 a.m.-noon

Department: Orange County One-Stop Center

Purpose: To recognize the service and contributions to our community and country made by our U.S. Military Veterans, and to provide them with job opportunities.

Cost/purpose/funding source: NTE \$500; Workforce Investment funds.

Project/Activity: Irvine Youth Job Fair

Date: October 25, 2008; 9:00 a.m.-noon

Department: Orange County One-Stop Center

Purpose: The Job Fair is in partnership with the City of Irvine Youth Employment Services Department.

Cost/purpose/funding source: Expenses to be paid by the City of Irvine.

Project/Activity: Strikes for Scholarships

Date: November 15, 2008; 5:00–7:00 p.m.; Fountain Bowl

Department: Foundation

Purpose: Fundraising event for student scholarships.

Cost/purpose/funding source: All expenses to be paid from proceeds raised from the event.

Project/Activity: Vietnamese Educational Diabetes Conference

Date: November 8, 2008; 9:00 a.m.-3:00 p.m.; Garden Grove Center

Department: Coastline, in cooperation with Congresswoman Loretta Sanchez, U.S. Representative District 47

Purpose: Public Service Informational Conference

Cost/purpose/funding source: No cost to participants, and no expense to the College or District.

3.03.02 Authorization for Special Projects - Golden West College (GWC)

Authorization was given for the following GWC special projects:

Project/Activity: Celebrating Latino Heritage Month

Date: September/October, 2008

Department: ASGWC

Purpose: To celebrate Latino heritage and culture

Cost/purpose/funding source: \$800 for food and supplies; ASGWC funds

Project/Activity: On Campus Events/Activities for International Students

Date: 08-09 Academic Year

Department: International Student Program

Purpose: To offer activities throughout the year for international students

Cost/purpose/funding source: \$4,000 for food; program funds

Project/Activity: International Students Orientations

Date: August 08, January 09, June 09

Department: International Student Program

Purpose: Required orientations for international students

Cost/purpose/funding source: \$2,400 for food; program funds

Project/Activity: Dia De La Raza

Date: October 15, 2008

Department: Puente Club

Purpose: Educate students about contributions Latinos have made in their communities

Cost/purpose/funding source: \$500 for food, supplies, printing; Club funds

Project/Activity: Puente Program Family and Mentor Welcome Dinner

Date: October 16, 2008

Department: Puente Club

Purpose: Provide orientation and information to the family/mentors of Puente students

Cost/purpose/funding source: \$1,300 for food, supplies, printing; Puente Program funds

Project/Activity: Election 2008 Series – Immigration Reform

Date: October 23, 2008

Department: ASGWC

Purpose: To educate students on immigration issues

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

Project/Activity: Picnic for Peace

Date: October 23, 2008

Department: Peace, Mind, and Body Club

Purpose: To raise awareness for the Peace Program on campus

Cost/purpose/funding source: \$500 for food and supplies; Club funds

Project/Activity: Dia de los Muertos

Date: October 30, 2008

Department: Puente Club

Purpose: Club fundraiser

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

Project/Activity: Human Trafficking

Date: November 20, 2008

Department: ASGWC

Purpose: Speaker to discuss slave trafficking in India

Cost/purpose/funding source: \$200 for speaker, ASGWC funds

Revision to previous Board action of 9/3/08 to change the date only

Project/Activity: Holiday Student Art Sale

Date: December 2-3, 2008

Department: Arts and Letters

Purpose: Holiday art sale

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

3.03.03 Authorization for Special Projects - Orange Coast College (OCC)

Authorization was given for the following OCC special projects:

Project/Activity: Event for Adopt-A-Family Program to Include Four Children's Musical Groups

Date: November 23, 2008

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

Purpose: Fundraising Event

Cost/Purpose/Funding Source: No expense to the college; expenses covered by donations

Project/Activity: Variety of Activities and Entertainment

Date: 2008-2009 Fiscal Year

Department: OCC Clubs

Purpose: Activities and entertainment, including trips to local attractions pertaining to club purpose or to secure revenue for clubs, to include food expense for some events

Cost/Purpose/Funding Source: Expenses paid from club and/or ASOCC funds

Project/Activity: Mount Wilson Observatory

Date: November 21, 2008

Department: Sponsored by the ASOCC Astronomy Club

Purpose: View through 60" telescope and increase knowledge of the Universe

Cost/Purpose/Funding Source: NTE \$1,500 from ASOCC/club/and sponsorship funds

Project/Activity: Coast Community College District Board of Trustees Candidate Forum

Date: October, 2008

Department: Sponsored by ASOCC

Purpose: To host the Board of Trustees Candidate Forum to include food, supplies, advertisement, and materials

Cost/Purpose/Funding Source: NTE \$500 to be paid from ASOCC funds

Project/Activity: High School Counselor's Breakfast

Date: November 14, 2008

Department: Counseling

Purpose: Annual meeting of high school counselors

Cost/Purpose/Funding Source: Expenses to be paid from ASOCC funds

Project/Activity: Annual Matriculation SOAR Meeting

Date: September 30, 2008

Department: GWC and OCC Matriculation Offices

Purpose: Food for meeting

Cost/Purpose/Funding Source: Expenses to be paid from Matriculation funds

(Late submittal due to originator not requesting Board approval prior to expenditure)

Project/Activity: 25th Annual World Food Day

Date: October 20, 2008

Department: Food, Nutrition, and Dietetics programs

Purpose: Students, faculty, and members of the Orange County Hunger Coalition to participate

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

3.03.04 Authorization for Special Projects – District

Authorization was given for the following District Special Projects:

Project/Activity: Fiscal Affairs Team Building Workshops

Date: October 27, 2008 and Spring 2009 (Date TBD)

Department: Fiscal Affairs

Purpose: To provide team building activities for improved communication within the departments.

Cost/Purpose/Funding Source: NTE \$1,500/Staff Development Funds

3.03.05 Authorization for Disposal of Surplus

Authorization was given for the disposal of the following 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 Apply for Funded Programs

Authorization was given for the following funded programs:

1. California Community Colleges Chancellor's Office Governor's Career Technical Education Initiative (SB70/SB1133) grant titled "Career Technical Education Community Collaborative – STEM CTE Project," in partnership with the Orange County Department of Education and VitalLink, to coordinate and organize efforts to meet industry needs.

Fiscal Impact: Coast Community College District will receive \$369,700 between June 1, 2008, to and including January 31, 2010. Matching funds of 10% required for this project.

2. United States Department of Labor – Employment and Training Administration grant titled "Virtual Hospital – Virtual ESL for Nursing and Related Healthcare Occupations" to expand access to technology-based learning (TBL) for workers to meet the needs of the Orange County Healthcare industry by developing and implementing a TBL program for "Virtual ESL for Nursing and Related Health Occupations" as demonstrated through the design of a "Virtual Hospital".

Fiscal Impact: If funded Coastline Community College will receive \$500,000 (Year 1- \$190,108; Year 2- \$148,195; and Year 3- \$161,698) over three years and a Coastline College and Coast Learning Systems match of \$188,000.

3. Funding renewal for the Chancellor's Office – California Community Colleges Economic and Workforce Development Program Health Occupations grant titled "Regional Health Occupations Resource Center (RHORC)," as part of an initiative to develop and sustain relationships with businesses and other education providers in the region covering Orange County and the Inland Empire.

Fiscal Impact: Golden West College will receive \$205,000 between July 1, 2008, to and including August 31, 2009. With an in-kind match of \$205, 000 generated from RHORC activities.

4. The Regents of the University of California for the program titled "University of California, Irvine (UCI)/Orange Coast College (OCC) Joint Graduate Student Faculty Internship Program," a subcontract agreement between the Regents of the University of California and the Coast Community College District for a Joint Graduate Student Faculty Internship Program.

Fiscal Impact: Orange Coast College will receive \$12,500 annually between July 1, 2008 and June 16, 2010. No matching funds required.

Trustee Moreno suggested that a Press Release be issued highlighting the new grant-funded programs approved above.

3.03.07 Approval of Clinical Contracts - Golden West 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.

RENEWAL

Western Medical Center, Santa Ana

Nonstandard 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.

3.03.08 Approval of 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

ACES

San Diego, CA Standard Clinical Affiliation Agreement

Dr. Evelyn Maruko, DDS

Anaheim Hills, 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

Authorization was given for the purchase of the following CCC Institutional memberships:

RENEWAL

Huntington Beach Chamber of Commerce - November 1, 2008 — October 31, 2009 - \$309

National Association for Foreign Student Affairs: Association of International Educators (NAFSA) - July 1, 2008 — June 30, 2009 - \$350

3.03.10 Authorization for Purchase of Institutional Memberships - Golden West College

Authorization was given for the purchase of the following GWC institutional memberships:

RENEWAL

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

California Association on Postsecondary Education & Disability – October, 2008 – September 2009 - \$240

Network of California Community College Foundations – July 1, 2008 – June 30, 2009 - \$500

3.03.11 Authorization for Purchase of Institutional Memberships - Orange Coast College

Authorization was given for the purchase of the following OCC institutional memberships:

RENEWAL

Southern California Intersegmental Articulation Council (SCIAC) - \$75 – July 1, 2008 - June 30, 2009

3.03.12 Authorization to Enter Standard Telecourse Agreements - Coastline Community College

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

3.03.13 Community Activities- Coastline Community College

Authorization was given Coastline Community College Contract Education Department to offer not-for-credit programs to be offered from September 18, 2008 – June 30, 2009, as presented in the October 15, 2008 Agenda.

3.04 PERSONNEL ITEMS

Authorization was given for the personnel items listed in the October 15, 2008 Agenda, as amended.

3.05 ADDITIONAL PERSONNEL ITEMS

Authorization was given for the additional personnel items listed in the October 15, 2008 Agenda, as amended.

3.06 FINANCIAL APPROVALS

3.06.01 Approval of Purchase Orders

The Board approved purchase orders listed in the amount of \$11,839,040.85 (A copy of the report is on file with the October 15, 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 \$3,025,909.17. (A copy of the report is on file with the October 15, 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 \$5,091,094.10. (A copy of the report is on file with the October 15, 2008 Agenda, and is available on request.)

3.06.04 Authorization for Special Payments - Orange Coast College

Authorization was given for the following OCC special payments:

Payment of \$190 for the 2008-2009 annual institutional fee for the California Department of Public Health-Radiologic Health Branch, Sacramento, CA.

4. ACTION ITEMS

4.01 Authorization to Enter Agreements - Coastline Community College

- 1. Authorization to Enter Into a Service Provider Agreement between Neo Networking, Inc. and Coast Community College District (Coastline Community College) to Provide Diagnostic, Remedial and Maintenance Services of the Client's Computer Network**

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that authorization be given to enter into a Service Provider Agreement between Neo Networking Inc. and Coast Community College District (Coastline Community College) to provide diagnostic, remedial and maintenance services of the client's computer network. Term of this Agreement is from November 20, 2008 through November 19, 2009. The Board further

1. Authorization to Enter into a Service Provider Agreement with Neo Networking, Inc., to Provide Diagnostic, Remedial and Maintenance Services, continued

authorized the Chancellor or Vice Chancellor of Administrative Services to sign this Agreement.

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

Fiscal Impact: \$ 3,000 per month. Total contract value: \$36,000 annually.

2. Authorization to Approve an Agreement between the Kendall/Hunt Publishing Company and the Coast Community College District (Coastline Community College) to Design and Produce a Physical Geology Online Course and Textbook/Workbook

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone that authorization be given to approve the Agreement between Kendall/Hunt Publishing Company and the Coast Community College District (Coastline Community College) to design and produce the Physical Geology Online Course and Textbook/Workbook. 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. Moreno, and President Ruiz.

Fiscal Impact: Coastline to receive \$150,000 from Kendall/Hunt.

3. Authorization to Renew an Agreement with TechRoom, Inc. and the Coast Community College District (Coastline Community College) for Software Update, Maintenance and Service of Mac Computers

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to approve the Agreement between TechRoom, Inc. and Coast Community College District (Coastline Community College) to provide software update, maintenance and service of Mac computers in the graphics and printing departments. The term of this Agreement is from December 1, 2008 through November 30, 2009. 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. Moreno, and President Ruiz.

Fiscal Impact: A maximum of \$18,000 for the software update, maintenance and service of Mac computers in the graphics and printing center.

4.02 Authorization to Enter Agreements - Golden West College

- 1. Authorization to Approve a New Nonstandard Agreement Between the Coast Community College District (Golden West College) CARE Program and the Assistance League of Huntington Beach to Provide Clothes from the Bargain Box to Students and Children**

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone that authorization be given to approve a new nonstandard agreement between the Coast Community College District (Golden West College) CARE Program and the Assistance League of Huntington Beach to provide clothes from the Bargain Box to students and children. The agreement is effective October 2, 2008 with a 60 day written notice to terminate.

Trustee Moreno suggested that GWC issue a Press Release on this item.

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

Fiscal Impact: Funds will come from the proceeds of the Bargain Box

4.03 Authorization to Enter Agreements - Orange Coast College

- 1. Authorization to Enter into a Standard Student Field Placement Agreement between Coast Community College District (Orange Coast College) and Julie Tran**

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that authorization be given to enter into a Student Field Placement agreement between Coast Community College District (Orange Coast College) and Julie Tran for the field placement as an intern in Extended Opportunity Programs & Services (EOPS) for fall, 2008, and spring, 2009.

The Board further authorized the College President to sign this agreement.

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

Fiscal Impact: None

- 2. Authorization to Enter into a Standard Student Field Placement Agreement between Coast Community College District (Orange Coast College) and Jennifer LaBounty**

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to enter into a Student Field Placement agreement between Coast Community College District (Orange Coast College) and Jennifer LaBounty for the field placement as an intern in Extended Opportunity Programs & Services (EOPS) for fall, 2008, and spring, 2009.

The Board further authorized the College President to sign this agreement.

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

Fiscal Impact: None

3. Authorization to Enter into a Standard Field Placement Agreement Between Coast Community College District (Orange Coast College) and California State University Dominguez Hills

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that authorization be given to enter into a Student Field Placement agreement between Coast Community College District (Orange Coast College) and CSU Dominguez Hills for the field placement of one CSU Dominguez Hills student as an EOPS intern for fall, 2008, and spring, 2009.

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

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

Fiscal Impact: None

4.04 Authorization to Enter Agreements – District

1. Authorization to Enter Into Agreement with Macias, Gini, & O'Connell, LLP, for Consulting Services to the Board of Trustees Audit Committee

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to enter into Agreement with Macias, Gini, & O'Connell, LLP, effective October 16, 2008 through June 30, 2009, to provide consulting services to the Board of Trustees Audit Committee. The Board further authorized the President of the Board of Trustees to execute this Agreement on its behalf.

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

Fiscal Impact: NTE \$10,000 for FY 2008-09

4.05 Buildings and Grounds

1. Authorization to Employ Integrated Design Services, Inc.; Orange Coast College, Golden West College, Coastline College and District Site Emergency Services

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to employ Integrated Design Services, Inc. (IDS) for structural engineering

1. Authorization to Employ Integrated Design Services, Inc, continued

services for Orange Coast College, Golden West College, Coastline College and District Site.

The scope of service is to include the following tasks:

1. Emergency Inspection and Analysis of Structures
2. Plan Review for Seismic and Foundation Requirements
3. Updating As-Built Drawings
4. Identification of Failures to Meet OSHA Requirements
5. Other Conditions that may require Structural Engineering Services

Integrated Design Services, Inc. has worked at two of the colleges identifying structural deficiencies. To maintain District facilities in a safe operable condition, it is necessary that professional structural engineering services be immediately available on short notice to make recommendations to identify and correct a problem. This open contract is for miscellaneous projects that are anticipated, but cannot be defined until the need occurs. In the event of a seismic event, IDS shall respond within four (4) hours of occurrence for purposes of conducting building safety assessment inspections.

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. Moreno, and President Ruiz.

Fiscal Impact: \$25,000 (District Funds)

2. Authorization for Addendum No. 2 to tBP Architecture; Orange Coast College Softball Field

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone that authorization be given to accept Addendum No. 2 for additional architectural services for the Orange Coast College Softball Field.

The scope of services is to include the following:

1. Expanded Architectural and New Plumbing Engineering Services \$11,800

The existing restroom will provide accessible restroom for the new softball and practice fields. Division of State Architect requested the building's accessibility be brought up to code.

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. Moreno, and President Ruiz.

Fiscal Impact: \$11,800 (General Obligation Bond Fund/Measure C)
Master Plan Approved Project
OCC Health/Wellness Facilities
OCC Upgrade Softball Field

3. Bid Tabulations and Award of Contract: Orange Coast College Horticulture Storage Building Pad; Bid No. 1958

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone that a contract be awarded to A Plus Quality Construction, Inc. as lowest qualified base bid of \$68,860 as shown below, and that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign the contract documents.

	<u>Base Bid</u>
A Plus Quality Construction, Inc.	\$ 68,860
44 North Second Avenue, Chula Vista, CA	

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

Fiscal Impact: \$68,860
Master Plan Approved Project
OCC Enterprise Funds

4. Authorization to Employ Hill Partnership; Orange Coast College Planetarium Feasibility Study

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone that authorization be given to employ Hill Partnership for architectural services for the Orange Coast College Planetarium Feasibility Study.

The scope of service is to include the following tasks:

1. Architectural Services	\$20,000
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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. Moreno, and President Ruiz.

Fiscal Impact: \$20,000
Master Plan Approved Project
OCC Foundation Funds

5. Authorization to Employ Power Engineering Service; Orange Coast College Horticulture Storage Building

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that authorization be given to employ Power Engineering Service for engineering services for the Orange Coast College Horticulture Storage Building.

The scope of service is to include the following tasks:

1. Power and IT Underground Utilities \$8,000

The existing Horticulture storage building must be demolished to make way for the new ABC Building. This proposal will cover the underground utility and IT lines for the replacement storage building.

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

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

Fiscal Impact: \$8,000 (Measure C – General Obligation Bond)
Master Plan Approved Project
OCC Science Facilities
OCC Consumer Health and Lab Science Building

6. Authorization to Employ Power Engineering Services; Orange Coast College Switch House C Relocation and Demolition Project

It was moved by Mr. Moreno and seconded by Mr. Battistone that authorization be given to employ Power Engineering Services for engineering services for the Orange Coast College Switch House C Relocation and Demolition Project.

The scope of service is to include the following:

1. Electrical engineering services \$24,000

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. Moreno, and President Ruiz.

Fiscal Impact: \$24,000
Master Plan Approved Project
OCC Enterprise Funds

4.06 General Items of Business – District

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

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone to reject the claim for damages against Coast Community College District for personal injury suffered by claimaint during a fall in the OCC restroom on May 4, 2008.

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

4.07 Personnel Action Item

1. Approval of Salary Schedule Increase

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that the Board of Trustees approve a 2.73% increase to the following 2008-2009 employee salary schedules to become effective Fall 2008. (Revision to previous Board Action on October 1, 2008.)

<u>Schedule</u>	<u>Employee Group</u>
AA	Faculty (CFE/AFT)
QQ	Counselors (CFE/AFT)

The Board further authorized the approval of a 2.11% increase to the following 2008-2009 employee salary schedules, revised to indicate that Schedules DD, EE, GG, JJ and L2 will become effective July 1, 2008; the BB schedule becomes effective Fall 2008.

<u>Schedule</u>	<u>Employee Group</u>
BB	Part-time Faculty (CCA)
DD	Educational Managers
EE	Classified Staff (CFCE)
GG	Classified Managers
JJ	Confidential
L2	Vice Chancellors, Presidents

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

Fiscal Impact: \$3,294,262

4.08 Policy Implementation

1. Adoption of Usage Fees and/or Equipment Policy 04-2-11

It was moved by Ms. Hornbuckle and seconded by Mr. Battistone to adopt the proposed policy, #040-2-11, Usage Fees and/or Equipment, as presented in the October 15, 2008 Agenda.

Trustees requested a review in 6 months of the success of facility rentals with recommendations for any necessary adjustments.

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

4.09 Resolutions

1. Adoption of Resolution #6 Authorizing Payment to Trustee Absent from Board Meeting

It was moved by Mr. Moreno and seconded by Mr. Battistone to adopt Resolution #6, authorizing payment to Trustee Patterson for his absence from the October 15, 2008 Board Meeting due to hardship, as presented in the October 15, 2008 Agenda.

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

2. Adoption of Resolution #7 Authorizing Payment to Trustee Absent from Board Meeting

It was moved by Mr. Moreno and seconded by Mr. Battistone to adopt Resolution #7, authorizing payment to Trustee Howald for his absence from the October 15, 2008 Board Meeting due to community college business, as presented in the October 15, 2008 Agenda.

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

3. Resolution of the Board of Trustees of Coast Community College District, Orange County, California

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to adopt the Resolution presented in the October 15, 2008 Board Agenda, resolving that the new GWC Nursing and Health Services Building be named the Frank M. and Gertrude R. Doyle School of Nursing and Health Services.

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

5.01 Reports Continued

1. Reports from the Employee Representative Groups

Barbara Price, President, Coast Community College Association/California Teachers Association-National Education Association (CCA/CTA-NEA) reported on the CCA/CTA-NEA Fall Conference, commenting that she was pleased with the presentation from State Controller John Chang, Keynote Speaker. She stated that the CCA/CTA-NEA was continuing its Membership Drive, offering stipends for new membership recruitment. Dr. Price announced that the CCA/CTA-NEA Newsletter would begin featuring part-time faculty who become full-time faculty members.

Neal Kelsey, Executive Director, Coast Federation of Classified Employees (CFCE), reported that members voted to approve the Memorandum of Understanding (MOU) extending the current contract for one year, with two re-openers. He stated that the re-openers would be brought to the Board soon.

Trustee Moreno acknowledged Dean Mancina for receiving the Orange County 2008 Labor Leader of the Year Award.

2. Reports from the Presidents

OCC President Bob Dees provided Board members with a copy of OCC's new DVD in Spanish, a tool used for outreach to the Latino community. He reported that the Latino population had increased by 200 students at OCC in the past three years, and commented on the recent celebration, the Fiesta Dia De La Raza. ■ Mr. Dees shared that he attended the recent Academic Senate Meeting where Allen Fry, Statewide Academic Senate was very informative. He acknowledged Eduardo Arismendi-Pardi for organizing the event. ■ Mr. Dees thanked Trustees Hornbuckle and Moreno, and Chancellor Yglesias for attending the OCC Anniversary Gala and Athletic Hall of Fame at OCC.

CCC President Ding-Jo Currie reported on recent town-hall meetings, partnering with Congresswoman Loretta Sanchez and Senator Lou Correa, and thanked Trustees Ruiz and Patterson for their attendance.

GWC President Wes Bryan announced that the ribbon cutting ceremony for the Frank M. and Gertrude R. Doyle School of Nursing and Health Services Building was scheduled for November 19, 2008. ■ He announced upcoming events, including the Boys and Girls Club Groundbreaking, and the Courtyard of Honor. ■ Mr. Bryan also noted the all-campus emergency drill scheduled for October 22, 2008.

3. Reports from the Board of Trustees

Trustee Mary Hornbuckle commented on the OCC Athletic Hall of Fame event, and the National Association of Women Business Owners (NAWBO) luncheon, where GWC employee Noreen Yoshida-Peer was recognized as one of the remarkable women of the year.

3. Reports from the Board of Trustees, continued

Trustee Jim Moreno reported on his attendance at the Academic Senate Meeting where he learned a lot about the budget. ■ He also represented the District at the Green California Community College Summit, sharing that he prepared a report for Board members containing information he received at the conference relating to “green” technology. Mr. Moreno mentioned the discussion of opportunities for funding “green” projects. ■ He also attended the OC Legislative Task Force, and indicated that the issue of “green” technology and curriculum would be discussed in that forum.

Chancellor Yglesias commented that the “green” issue was important to the District and a task force would be developed to deal with “green” issues.

President Armando Ruiz thanked Dr. Currie for the reception for manicurists at the Le Jao Center.

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

The Board reviewed the dates listed for the ACCT and CCLC meetings and conferences.

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

The Board reviewed the Board Directives Log and made adjustments to the Log where necessary.

6. Review of Board Meeting Dates

The Board reviewed the proposed Board Meeting dates listed in the October 15, 2008 Agenda.

5.02 Review of Buildings and Grounds Reports

The Board reviewed the Buildings and Grounds Reports as presented in the October 15, 2008 Agenda.

6. Adjournment

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno that the meeting be adjourned in memory of Gertrude R. Doyle. Motion carried with the following vote: Aye - Ms. Hornbuckle, Mr. Moreno, and President Ruiz.

The meeting was adjourned at 7:45 p.m.

Secretary of the Board