Regular Meeting

Board of Trustees Coast Community College District

District Board Room

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

February 3, 2010

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on February 3, 2010 in the Board Room at the District Office.

1.00 Preliminary Matters

1.01 Call to Order

Board President Jerry Patterson called the meeting to order at 5:01 p.m.

1.02 Roll Call

Trustees Present: Jerry Patterson, Mary Hornbuckle, Walter Howald, Jim Moreno,

Lorraine Prinsky and Student Trustee Robert Lane

Trustees Absent: None

1.03 Public Comment (Closed Session – Items on Agenda)

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

1.04 Recess to Closed Session

Conducted in Accordance with applicable sections of California law. Closed Sessions are not open to the public.

The Board recessed to Closed Session at 5:03 p.m. to discuss the following items:

1.04.01 Public Employment (Pursuant to Government Code Section 54957 (b)(1))

- 1. Faculty Special Assignments
- 2. Substitute Faculty
- 3. Full-time Faculty
- 4. Part-time Faculty
- 5. Educational Administrators a. Interim Associate Vice Chancellor
- 6. Classified Management
- 7. Classified Staff
 - a. Accounting Fiscal Specialist
- 8. Reclassification and Reorganization/Reassignment
- 9. Classified Temporary Assignments
 - a. Div/Area Office Coordinator
 - b. Special Assignment
- 10. Hourly Staff
- 11. Substitute Classified
- 12. Clinical Advisor/Summer
- 13. Medical Professional Hourly Personnel
- 14. Student Workers

Public employment materials are available upon request from the Board of Trustees' Office

1.04.02 Public Employment (Pursuant to Government Code 54957 (b)(1)

Position: Dean

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

Threatened Litigation by Dian Torres

1.04.04 Conference with Legal Counsel: Existing Litigation (Pursuant to sub-section "a" of Government Code Section 54956.9)

Morgenstern v. Orange Coast College et al., Orange County Superior Court Case No. 30-2008-00109222 Coast Federation of Educators v. Coast Community College District (CFE Arbitration) Faber v. Coast Community College District et al., Orange County Superior Court Case No. 30-2009-00126090

Jacobson v. Coast Community College District (Arbitration)
Williams v. Coast Community College District, US District Court Case No. SACVIO-47 DOC (MLGX)

1.04.05 Conference with Labor Negotiator

(Pursuant to Government Code Section 54957.6)

Agency Negotiator: Joseph Quarles Ed.D., Vice Chancellor, Human Resources

Employee Organizations:

Coast Federation of Classified Employees (CFCE),

Coast Community College Association-California Teachers Association/National Education Association (CCCA-CTA/NEA),

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

Unrepresented Employees: Association of Confidential Employees (ACE),

Unrepresented Employees: Coast District Management Association (CDMA),

Educational Administrators

1.04.06 Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)

Position: Secretary of the Board of Trustees

1.04.07 Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)

Position: Chancellor

1.05 Reconvene Regular Meeting at 6:30 p.m.

The Board reconvened to Open Session at 6:38 p.m.

1.06 Pledge of Allegiance

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

1.07 Report of Action in Closed Session

Dr. Christian Teeter, Secretary of the Board of Trustees, reported that on a motion by Mr. Moreno and seconded by Mr. Howald, the Board voted unanimously to approve Agenda Item 1.04.01, Public Employment. (See appendix A, pages 18-26).

Motion carried with the following vote:

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

No: None Absent: None

Dr. Teeter further reported that on a motion by Mr. Howald and seconded by Dr Prinsky, the Board voted on Agenda Item 1.04.02, Public Employment to employ an individual through Professional Personnel Leasing ("PPL") to perform the duties of Dean on an interim basis.

Motion carried with the following vote:

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

No: None Absent: None

1.08 Public Comment (Open Session - Items on Agenda)

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

1.09 Presentations, Ceremonial Resolutions and Public Hearings

1.09.01 Resolutions to Honor and Accept the Retirements

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

Classified
Diane Cassens
Jim Fortune

It was moved by Mr. Lane and seconded by Mr. Moreno to accept these retirements.

Motion carried with the following vote:

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

No: None Absent: None

2.00 General Information and Reports

2.01 Informative Reports

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

2.01.01 Report from the Chancellor

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

2.01.02 Reports from the Presidents

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

Kevin McElroy, Coastline Community College Dr. Dennis Harkins, Orange Coast College Wes Bryan, Golden West College

2.01.03 Reports from the Officers of Student Government Organizations

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

Steven Sewell, Golden West College

Mr. Lane, Student Trustee read a report on behalf of Lee Fuller, Coastline Community College who could not attend the Board Meeting as he was in class.

2.01.04 Reports from the Academic Senate Presidents

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

Diane Restelli, Golden West College (GWC) Academic Senate President Nancy Jones, Coastline Community College (CCC) Academic Senate President Dr. Eduardo Arismendi-Pardi, Orange Coast College (OCC) Academic Senate President

2.01.05 Reports from Employee Representative Groups

Reports were provided by the following Employee Representative Groups:

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

2.01.06 Reports from the Board of Trustees

Board members provided individual reports.

2.01.07 Reports from the Board Committees & Review of Board Committee Meeting Dates

The Board reviewed the dated of the upcoming Board Committee meetings.

Trustee Moreno and Trustee Hornbuckle provided an update of the Audit Committee. Trustee Howald provided a report of the Land Development Committee and Trustee Howald and Trustee Moreno provided a report of the Career Technical Education Committees. Board President Patterson provided a report of the Personnel Committee.

2.01.08 Opportunity for the Board of Trustees' Discussion of the District's Diversity Report

Dr. Ding-Jo Currie, Chancellor, Dr. Joseph N. Quarles, Vice Chancellor of Human Resources, Wes Bryan, President, Golden West College, Dr. Dennis Harkins, President, Orange Coast College and Kevin McElroy, Vice President Administrative Services, Coastline College presented a report to the Board of the District's Diversity. (See Appendix B, pages 27-34)

2.02 Matters for Review, Discussion and/or Action

2.02.01 Review of Board Meeting Dates

The Board reviewed the scheduled Board Meeting dates for FY 2009/2010 as presented in the February 3, 2010 Agenda. Board President Patterson reported that two new Special Meetings would be added as follows:

May 26, 2010, Budget Study Session
June 23, 2010, Budget Study Session and approve tentative budget

2.02.02 Consideration of Meetings and Conferences of the American Association of Community College (AACC) Association of Community College Trustees (ACCT) & California Community Colleges League (CCLC)

The Board reviewed the scheduled Board Meeting dates and conferences for the AACC, ACCT, and the CCLC and deleted an incorrect reference to a CCLC meeting in February 2010.

2.02.03 Opportunity for the Board to Review the Board Directives Log

The Board reviewed and discussed the items on the Board Log. Following discussion it was moved by Mr. Moreno and seconded by Mr. Howald to accept the following changes to the Board Log:

- # 9, Coordination of college curricula matters including CTE and occupational course and program duplication and written status report of President Obama's American Graduation Initiative will be reported on at the February 17, 2010 Board Meeting.
- # 11, District Diversity Report will be heard next on July 21, 2010 and will include diversity and demographic statistics for each campus and all cities served by the District.
- # 13, Adoption of Accountability reporting for Community Colleges will be moved to the February 17, 2010 Agenda.

Motion carried with the following vote:

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

No: None Absent: None

2.03 Review of Buildings and Grounds Reports

The Board reviewed the Buildings and Grounds Reports as presented in the February 3, 2010 Agenda.

2.04 Review of Internal Audit Report

Mr. Kudlik, Director, Internal Audit provided an Internal Audit Report to the Board.

3.00 Consent Calendar

Board President Patterson indicated there were a few corrections to the Consent Calendar. Dr. Teeter reported the following corrections to be made:

On page 78 for each of the three Golden West College Independent Contractor Agreements, the term "NTE" is to be deleted from each item.

On page 79, Independent Contractor agreement for Barbara Merrett the Payment Schedule/Compensation item should read, "NTE \$8,000 from Sailing Center/Foundation funds; contractor will send an invoice to the District based on compensation to be subsequently agreed upon by the parties based on the scope of work."

Mr. Moreno requested the source of funding for the five Professional Experts listed on page 74. C.M. Brahmbhatt indicated the source of funding for each item is as follows:

Michelle J. Nieman, 2 items: Instructional Services Development Funds Joseph Pulichino: Contract Education Funds Michael Carrizo: Classified Union Professional Development Funds

Richard D. Heckman: Auxillary Operation Funds

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle to approve the Consent Calendar with the changes listed above.

Motion carried with the following vote:

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

No: None Absent: None

4.00 Action Items

4.01 Approval of Agreements – Coastline Community College

4.01.01 Approve Agreement between the Department of Homeland Security and the Coast Community College District in Support of the Navy College Program for Afloat Education (NCPACE) United States Government Contract No. N00189-09-D-Z060

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to approve the Agreement between the Department of Homeland Security (DHS) and the Coast Community College District to participate in the DHS's designated Employment Eligibility Verification Program (E-Verify) to verify the employment eligibility of all existing and new employees working under a federal contract. The Agreement outlines the responsibilities of the DHS, Social Security Administration (SSA) and Employer (CCCD). The Agreement is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS require participation in the program, and Coastline serves as a subcontractor in the NCPACE Program. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: None

Motion carried with the following vote:

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

No: None Absent: None

4.01.02 Approve Agreement between Santa Clarita Community College District and the Coast Community College District to Apply for Grant Funding for Closed-Captioning of Two Economics Videos

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to approve the Agreement between Santa Clarita Community College District and the Coast Community College District to apply for grant funding for the closed-captioning of two Economics videos. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Gross income of \$1,066.50

Motion carried with the following vote:

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

No: None Absent: None

4.01.03 Approve Amendment to an Agreement between U.S. College Compass, LLC and the Coast Community College District for Assessment, Counseling, College Preparation and Faculty Development Services

It was moved by Ms. Hornbuckle and seconded by Mr. Howald to approve the Amendment to an Agreement between U.S. College Compass, LLC and the Coast Community College District to assess and prepare students selected for admission to Guangzhou Xiangjiang High School in China for future admission to a United States College or University. The Amendment extends the term of the Agreement through July 31, 2010, and provides for additional services to U.S. College Compass as outlined in Exhibit D. U.S. College Compass, LLC shall pay District \$84,500 for the additional services provided under this Amendment and will reimburse District for travel and incidentals incurred for delivery of these services. The Board President, or designee, is authorized to sign the Amendment to the Agreement.

Fiscal Impact: Income to District: \$84,500

Motion carried with the following vote:

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

No: None Absent: None

4.01.04 Approve Agreement between Element K Corporation and the Coast Community College District for Online Learning Service Accessed Through Standard Web-Browsing Programs at Coastline Community College

It was moved by Ms. Hornbuckle and seconded by Mr. Lane to approve the Agreement between Element K Corporation and the Coast Community College District for the right to access online web-based technical training material and course work administered by Element K. Term of the agreement will be for a period of three years beginning February 4, 2010 and ending February 3, 2013. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$4,111.80

Motion carried with the following vote:

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

No: None Absent: None

4.01.05 Approve an Amendment to an Agreement between Worth Publishers and the Coast Community College District to Publish the Third Edition of the Telecourse Student Guide for Psychology: The Human Experience to Accompany Discovering Psychology

It was moved by Dr. Prinsky and seconded by Ms. Hornbuckle to approve the Amendment to an Agreement between Worth Publishers and the Coast Community College District to publish the Third Edition of the Telecourse Student Guide for Psychology: The Human Experience to Accompany Discovering Psychology, under the same terms and conditions applicable to the Telecourse Student Guide under the Agreement. The Board President, or designee, is authorized to sign the Amendment to the Agreement.

Fiscal Impact: Coast to receive \$4,000 grant from publisher

Motion carried with the following vote:

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

No: None Absent: None

4.01.06 Approve Agreement between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to approve the three year Master Services Agreement between Chevron Products Company and the Coast Community College District whereby Coastline's Office of Instructional Systems Development will assist Chevron in the design, development, implementation, and evaluation of various educational programs in process technology and other areas of corporate training. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Income to District to be determined by scope of each project

Motion carried with the following vote:

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

No: None Absent: None

4.01.07 Approve Agreement between Active Network and the Coast Community College District for the Use of their Website for Fundraising and Event Management Purposes

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky to approve the Agreement between Active Network and the Coast Community College District for the use of their website by the Coastline College Foundation for fundraising and event management purposes. The Board President, or designee, is authorized to accept the Terms and Conditions and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$250 one-time set up fee to be paid from Special Programs Foundation funds. 93.5% less \$1.00 of all donations made through the website benefit the Foundation.

Motion carried with the following vote:

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

No: None Absent: None

4.01.08 Approve Memorandum of Understanding between Fairview Developmental Center and the Coast Community College District

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to approve the Memorandum of Understanding between Fairview Developmental Center and the Coast Community College District. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: None

Motion carried with the following vote:

Ave: Mr. Patterson, Mr. Moreno, Mr. Howald, Dr. Prinsky, and Ms. Hornbuckle

No: None Absent: None

4.02 Approval of Agreements – Golden West College

None

4.03 Approval of Agreements – Orange Coast College

4.03.01 Approve Amendment to Agreement between Credential Order Processing Services (COPSI) and the Coast Community College District for the Distribution of parking permits to students

It was moved by Mr. Lane and seconded by Ms. Hornbuckle to approve the Amendment to the existing Agreement between Credential Order Processing Services (COPSI) and the Coast Community College District for the distribution of parking permits to students. The Board President, or designee, is authorized to sign the Amendment and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$3.25 per permit issues, estimated at \$300,000 per year.

Motion carried with the following vote:

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

No: None Absent: None

4.03.02 Approve Agreement between Tom Dowling Designs and the Coast Community College District for the purpose of creating a consignment agreement for merchandise at the Frank M. Doyle Arts Pavilion

It was moved by Ms. Hornbuckle and seconded by Mr. Howald to approve the Agreement between Tom Dowling Designs and the Coast Community College District for the purpose of creating a consignment agreement for merchandise at the Frank M. Doyle Arts Pavilion at the Orange Coast College campus from February 13, 2010, through February 1, 2011. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Tom Dowling, artist, will be paid 55% commission on items sold in the gallery store and paid net 30 days after sales are reconciled. Frank M. Doyle Arts Pavilion will earn income to help support exhibitions and programs. This is a pilot program for a new store in the Art Gallery, and we will evaluate the program in the summer of 2010.

Motion carried with the following vote:

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

No: None Absent: None

4.03.03 Approve Agreement between Honolua Surf Company and the Coast Community College District for the purpose of creating a consignment agreement for merchandise at the Frank M. Doyle Arts Pavilion

It was moved by Mr. Lane and seconded by Ms. Hornbuckle to approve the Agreement between Honolua Surf Company and the Coast Community College District for the purpose of creating a consignment agreement for merchandise at the Frank M. Doyle Arts Pavilion at the Orange Coast College campus from February 13, 2010, through February 1, 2011. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Honolua Surf Company will be paid between 45% and 55% commission on items sold in the gallery store and paid net 30 days after sales are reconciled. Frank M. Doyle Arts Pavilion will earn income to help support exhibitions and programs. This

is a pilot program for a new store in the Art Gallery, and we will evaluate the program in the summer of 2010.

Motion carried with the following vote:

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

No: None Absent: None

4.03.04 Approve Agreement between Harbour Surfboards/Ocean Life, Inc. and the Coast Community College District for the purpose of creating a consignment agreement for merchandise at the Frank M. Doyle Arts Pavilion

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle to approve the Agreement between Harbour Surfboards/Ocean Life, Inc. and the Coast Community College District for the purpose of creating a consignment agreement for merchandise at the Frank M. Doyle Arts Pavilion at the Orange Coast College campus from February 13, 2010, through February 1, 2011. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Harbour Surfboards will be paid between 45% and 55% commission on items sold in the gallery store and paid net 30 days after sales are reconciled. Frank M. Doyle Arts Pavilion will earn income to help support exhibitions and programs. This is a pilot program for a new store in the Art Gallery, and we will evaluate the program in the summer of 2010.

Motion carried with the following vote:

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

No: None Absent: None

4.04 Approval of Agreements – District None

4.05 Buildings and Grounds Approvals

4.05.01 Approve Change Order No. 2; Orange Coast College Softball Field; Bid No. 1964

It was moved by Ms. Hornbuckle and seconded by Mr. Lane that authorization be given for Change Order No. 2 to Orange Coast College Softball Field; Bid No. 1964 as described in the Change Order document attached to each Trustee's agenda. The Board President, or designee, is authorized to sign the Change Order and any related documents.

These changes are necessary for the following reasons:

Engineering/Remediation Resources Group, Inc. – Category B – Site Utilities

Closeout Credit for Allowances

<\$31,670>

<u>Contract Amount</u>: \$174,839 (C.O. 2: 18.11% Decrease) Total Change Orders: <\$31,670> (18.11% Decrease)

Fiscal Impact: <\$31,670> (Measure C – General Obligation Bond Fund)

Master Plan Approved Project

OCC Upgrade Health/Wellness Facilities

OCC Upgrade Softball Field

Motion carried with the following vote:

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

No: None Absent: None

4.05.02 Approve Addendum No. 3 for CO Architects; Coastline College Westminster Learning Center

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that authorization be given to accept Addendum No. 3 for CO Architects for additional services for the Coastline College Westminster Learning Center. The Board President, or designee, is authorized to sign the agreement.

The scope of service is to include the following tasks:

1. DSA Closeout, As-Builts and Additional Reimbursable Expenses \$30,000 This final payment was delayed pending the architect resolving all DSA closeout issues. Funds were withheld from the original purchase Order (#216047 – closed June 2009)

Fiscal Impact: \$30,000 (General Obligation Bond Fund – Measure C)

Master Plan Approved Project

Coastline College Westminster Learning Center

Motion carried with the following vote:

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

No: None Absent: None

4.05.03 Approve Independent Contractor Agreement with GEOCON West, Inc.; Coastline Community College Newport Beach Learning Center

It was moved by Mr. Moreno and seconded by Ms. Hornbuckle that this item be continued to the February 17, 2010 Board Meeting.

Motion carried with the following vote:

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

No: None Absent: None

4.06 General Items of Business – Coastline Community College

None

4.07 General Items of Business – Orange Coast College

None

4.08 General Items of Business – District

4.08.01 Approval of Employment Agreement with John Breihan, Interim Associate Vice Chancellor

It was moved by Mr. Lane and seconded by Mr. Howald to approve the Employment Agreement with John Breihan, Interim Associate Vice Chancellor.

Motion carried with the following vote:

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

No: None Absent: None

4.09 Resolutions

4.09.01 Adoption of Resolution # 10-02 to Increase Income and Expenditure Budget for 2009-2010

It was moved by Mr. Howald and seconded by Dr. Prinsky to adopt Resolution # 10-02 to Increase Income and Expenditure Budget for 2009-2010.

Motion carried with the following vote:

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

No: None Absent: None

4.09.02 Adoption of Resolution # 10-03 September through December 2009 Budget Transfers

It was moved by Mr. Howald and seconded by Mr. Lane to adopt Resolution # 10-03 September through December 2009 Budget Transfers.

Motion carried with the following vote:

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

No: None Absent: None

4.09.03 Adoption of Resolution # 10-04, Code of Ethical Conduct for All Coast Community College District Personnel

Barbara Price, President, Coast Community College Association/California Teachers

Association-National Education Association (CCCA/CTA-NEA) addressed the Board regarding this item.

Following discussion, it was moved by Mr. Moreno and seconded by Mr. Howald to adopt Resolution #10-04, Code of Ethical Conduct for All Coast Community College District Personnel with the following changes.

Under the heading, "With respect to students, all employees of the Coast Community College District have the responsibility to:

#3 – Change the word "protect" to "promote".

4 – Revised to read, "Respect student dignity and individual freedom, and promote and promote that students are respected as individuals, as learners, and as independent decision makers.

#5 – Delete completely.

Motion carried with the following vote:

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

No: None Absent: None

4.10 Approval of Minutes

Special Meeting of January 16, 2010 and Regular Meeting of January 20, 2010

It was moved by Ms. Hornbuckle and seconded by Mr. Howald to approve the Minutes of the Special Meeting of January 16, 2010 and Regular Meeting of January 20, 2010.

Motion carried with the following vote:

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

No: None Absent: None

4.11 Policy Implementation

4.11.01 Adoption of Policy 010-2-23, College Bookstores

It was moved by Mr. Lane and seconded by Mr. Howald to adopt Policy 010-2-23, College Bookstores.

Motion carried with the following vote:

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

No: None Absent: None

4.11.02 Adoption of Policy 010-2-24, Associated Students' Finance

It was moved by Mr. Lane and seconded by Mr. Howald to adopt Policy 010-2-24, Associated Students' Finance.

Motion carried with the following vote:

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

No: None Absent: None

5.00 Public Comment (Items not on the Agenda)

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

The Board Meeting convened to Closed Session at 9:23 p.m.

The Board Meeting reconvened to Open Session at 10:01 p.m.

6.00 Adjournment

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

Motion carried with the following vote:

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

No: None Absent: None

The meeting was adjourned at 10:02 p.m.

 Secretary of the Board of Trustees

Appendices

- Processor	Page
A. Public Employment Report	18-26
B. Coast Community College District Diversity Report	27-34

Appendix A

1. Faculty Special Assignments

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

COASTLINE COLLEGE

SPECIAL ASSIGNMENT

<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate
Khan, Mabubur	02/04/10	06/30/10	EXH	\$29.46
To research, recommend	and assist with	acquisition ar	nd installation	of laboratory equipment.
Nguyen, Ailene	0204/10	06/30/10	UNT	\$87.24
To provide counseling and	d prepare educa	tional and lor	na term nlans	for ESL students

To provide counseling and prepare educational and long term plans for ESL Nguyen, William 0204/10 06/30/10 EXH \$29.46 To review textbook chapters and SLO's for new Chemistry telecourses.

CURRICULUM COMMITTEE

<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate
Fry, Marilyn	01/30/10	05/30/10	ACS	\$150.20
Lovig, Margaret	01/30/10	05/30/10	ACS	\$450.60

Lovig, margaret	0 17007 10	00/00/10	7100	Ψ-100.00	
INSTRUCTIONAL UNIT	ASSISTANT				
<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate	Discipline
Basabe, Sandra	01/30/10	05/30/10	IUM	\$600.80	Foreign Language
Clay, Caron	01/30/10	05/30/10	IUH	\$600.80	Emeritus
DeVirgilio	01/30/10	05/30/10	IUH	\$600.80	Visual Arts
Ellis, Jeanette	01/30/10	05/30/10	IUM	\$300.40	Psych/Parent Educ
Feldon, Fred	01/30/10	05/30/10	IUM	\$901.20	Math
Leighton, Kenneth	01/30/10	05/30/10	IUM	\$600.80	English/Humanities
Johnson, Daniel	01/30/10	05/30/10	IUM	\$901.20	Social Sciences
Lockwood, Frederick	01/30/10	05/30/10	IUM	\$901.20	Business
Lovig, Margaret	01/30/10	05/30/10	IUM	\$387.52	Paralegal Studies
Miller, Rosemary	01/30/10	05/30/10	IUH	\$300.40	Foreign Language
Proppe, Jean	01/30/10	05/30/10	IUH	\$600.80	Performing Arts
Ryan, Celeste	01/30/10	05/30/10	IUM	\$901.20	ABI Program
Sampson, Kevin	01/30/10	05/30/10	IUH	\$300.40	Emergency Mgmt
Secord, Debra	01/30/10	05/30/10	IUM	\$901.20	Gerontology/Hlth/PE
Warner, Michael	01/30/10	05/30/10	IUM	\$901.20	CST/Digital Media
Warwick, Randall	01/30/10	05/30/10	IUM	\$901.20	Science
Whitson, Stephen	01/30/10	05/30/10	IUH	\$600.80	Accounting

05/30/10

05/30/10

IUM

IUH

\$901.20

\$600.80

ABI Program

Bus Computing

GOLDEN WEST COLLEGE

SDECIAL	ASSIGNMENT
SPECIAL	ASSIGNMENT

Wild, Michelle

Worden, Mark

<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate
Boswell, Glen	01/30/10	05/30/10	PDM	\$43.23
	Section of the second			

01/30/10

01/30/10

To act as Project Coordinator.

Schibsted, Penny	01/30/10	05/30/10	PDH	\$29.46
To prepare assignmen	nts for students in	the Nursing L	.ab.	

ORANGE COAST COLLEGE

INSTRUCTIONAL UNIT	Γ ASSISTANT				
<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate	<u>Discipline</u>
Behr Laura	01/30/10	05/30/10	IUM	\$1502.00	Physical Ed
Bloomfield, Lisa	01/30/10	05/30/10	IUM	\$1502.00	Digital Media Arts
Clark, Gregory	01/30/10	05/30/10	IUM	\$1502.00	Business
Flowers, Carol	01/30/10	05/30/10	IUM	\$1502.00	Accounting
Gillissen, Blade	01/30/10	05/30/10	IUM	\$1502.00	Photography
Golson, Daniel	01/30/10	05/30/10	IUM	\$1502.00	Theater Arts
Hanlon, Anna	01/30/10	05/30/10	IUM	\$1502.00	Physical Ed
Knox, John	01/30/10	05/30/10	IUM	\$1502.00	Physical Ed
Lazarus, Robert	01/30/10	05/30/10	IUM	\$1502.00	Film/Video
Maran, Janice	01/30/10	05/30/10	IUM	\$1502.00	Physical Ed
Morgan, Dennis	01/30/10	05/30/10	IUM	\$1502.00	Business
Murphy, Timothy	01/30/10	05/30/10	IUM	\$1502.00	CS/CIS
Naesse, Irene	01/30/10	05/30/10	IUM	\$1502.00	Geography
Saichek, William	01/30/10	05/30/10	IUM	\$1502.00	Bus Computer
Soto, Ricardo	01/30/10	05/30/10	IUM	\$1502.00	Music
Whitridge, Roger	01/30/10	05/30/10	IUM	\$1502.00	Art Dept
INTERSESSION COUN	Annual Control of the				
<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate	
Bagatourian, Linda	01/05/10	01/20/10	IUM	\$82.90	
Cuellar, Eric	01/04/10	01/15/10	IUM	\$73.32	
Figueroa, Benjamin	01/14/10	01/20/10	IUM	\$89.89	
Gootz Stoven	01/04/10	01/05/10	II INA	\$103.76	

INTERSESSION COUNS	<u>SELOR</u>			
<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate
Bagatourian, Linda	01/05/10	01/20/10	IUM	\$82.90
Cuellar, Eric	01/04/10	01/15/10	IUM	\$73.32
Figueroa, Benjamin	01/14/10	01/20/10	IUM	\$89.89
Goetz, Steven	01/04/10	01/05/10	IUM	\$103.76
Guillen, Alex	01/25/10	01/26/10	IUM	\$100.46
Jupiter, Cheryl	01/11/10	01/20/10	IUM	\$103.76
Keegan, Diane	01/20/10	01/21/10	IUM	\$103.76
Kirch, Stacy	01/04/10	01/08/10	IUM	\$90.55
Marron, Elias	01/11/10	01/12/10	IUM	\$97.15
Nguyen, Jessica	01/14/10	01/21/10	IUM	\$79.39
Schneiderman, Robert	01/12/10	01/22/10	IUM	\$93.85
Wickremesinghe, M.	01/12/10	01/13/10	IUM	\$85.26

Overload assignments for the following instructors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **01/30/10 to 05/30/10** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

CCC

Name	LHE
Desmond, Debra	2.62

<u>GWC</u>

<u>Name</u>	<u>LHE</u>
Contopoulos, Nicholas	4.50
Jones, Barbara	
01/30/10-05/30/10	5.90

01/30/10-03/28/10	4.29
04/05/10-05/30/10	2.25
Miller, Stephen	4.00

<u>occ</u>

Name Anderson, Jennifer Barvarz, Parnian Beau, Leslie Behr, Laura Bloomfield, Lisa Carlson, Ravin Clark, Gregory Corley, Cynthia Cox, Steven Cutenese, Charles Desurra, Christopher Ernsberger, Gabriela Flowers, Carol Gilbert, Stephen Gillissen, Blade Gleason, David Golson, Christopher Golson, Daniel Gordon, Lee Gould, Brian Hall, William Hayes, Laird Heavern, Irene Hollander, Gena Hunter, Amelie lacopetti, Anthony Jennings, Donald Jorgensen, James Knox, John Kraft, Richard Lazarus, Robert Lewis, Brian Luckring, Eve Marron, Elias Morgan, Arabian Morgan, Dennis Murphy, Timothy Naesse, Irene Navidad, Apolinario Neil, Jeanne Ochoa, Marco O'Connor, Robin Parker, Peter	LHE 0.90 6.17 6.00 4.33 1.80 2.67 3.50 5.40 3.83 6.00 5.54 5.40 3.85 4.50 4.50 4.50 3.75 0.50 3.75 0.50 3.75 0.50 3.75 0.50 4.50 6.30 0.90 6.30 4.50 6.30 6.30 6.30 6.30 6.30 6.30 6.30 6.3
O'Connor, Robin	2.18
Parker, Peter	1.00
Rickerson, Irini	3.00
Saichek, William	6.00
Salinger, Joan	0.90
Skeie, Leon	3.83
Smith, Carl	2.75
Smith, Kevin	0.59

1.79
6.50
3.80
3.00
4.00
1.80
0.58
6.00
5.30
6.30

2. Substitute Faculty

It is recommended that the following individuals be appointed as substitutes, as defined by California Ed Code 87480, appointments not to exceed 20 working days, and subject to Board policies governing such appointments, to be paid \$45.69/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered the 2009-10 academic year.

Golden West College

<u>Fall</u> Jimmons, Charlotte Kaiser, Mifanwy

3. Full time Faculty

None.

4. Part time Faculty

SPRING

Assignments during the period **01/30/10-05/30/10** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Coastline College

<u>Name</u>	LHE
Adler, Roberta	3.000
Bai, Hannah	3.750
Caldwell, Avery	5.000
Cao, Thomas	4.000
Chabra, Shashi	3.000
Cole, Maureen	1.500
Kuang, Jessica	3.000
Terry, Brenda	2.125
Walker, Lynn	3.375
Worden, Mark	3.750

Golden West College

Name	LHE
Brazney, Suzanne	6.375
Chrisco Tiffanie	0.750

Cram, Collin	6.000
Daniels, Karen	8.670
Gimenez, Alejandro	4.260
Hughes, Mary-Linn	3.670
Leyson, Christine	7.250
Liu, Shin	9.940
Revilla, Candace	4.500
Rohlander, Nathan	5.333
Sagen, Arthur	3.000
Simpson, Matthew	9.255
Taylor, Christopher	1.250
Turnbull, Don	1.500
White, Carol	2.630

Orange Coast College

Name Alegre, Mac Angel, Kathryn Asad, Raymound Balding, Diane Barton, Elizabeth Becker, Lauren Bianchi, Erin Butler, Robert Catanzaro, Matthew Cheng-Chen, Judy Craig, Sandra Cutler, Nancy Dean, Mary Demello, Debra Dickens, Donna Djang, Stephanie Ellis, Dale Forssell, Erik Fueger, Mary Geil, Shane Gibbs, Tim Giffen, Ryan	LHE 2.000 4.250 3.750 8.362 7.500 4.000 1.500 3.000 1.438 5.720 7.250 2.625 3.000 10.000 10.000 1.500 2.750 3.750 2.750 3.000 9.750
Godfrey, Scott Groendyke, Jaclyn	3.000 3.000
Grzeskowiak, Mark	2.333
Harloe, Linda	2.750
Healy, Mitchell Hesse, Lisa	3.000 3.000
Horn, Elsa	3.000
Huang, Eleanor	3.500
Jackson, Mary	7.500
Jones, Christianne	9.000
Jones, Joyce	3.750
Kasmar, Steven	3.375
Kenney, Daniel	7.375
Kodama, Fredra	10.000
Larson, Jacqueline	4.250
Laskelle, Paula	1.000
Lee, Robin	3.750

Lognion, Casey	2.250
Moore, Carrie	3.000
Newell, Patricia	2.562
Nguyen, Duc	5.640
Nguyen, Kelly	3.000
Ochwatt, Jodie	9.750
Ortega, Yvonne	2.000
Ottley-Kiklowicz, Rachelle	4.250
Pierce, Donna	4.500
Quinonez, Dolores	1.833
Rafferty, Jennifer	0.998
Reinemann, Christine	3.000
Riggio, Alison	9.900
Robinson, Karen	3.000
Russell, Janet	4.500
Sabori, Sibley	3.000
Scagliotti, Patricia	1.000
Secor, Patricia	7.250
Seiersen, Christopher	3.000
Seilo, John	8.000
Senteno, Rudy	5.000
Silva, Joel	3.500
Silva, Ronald	2.250
Sloate, Barbara	1.000
Stebbins, John	7.000
Strickland, Trisha	2.750
Urlik, Joy	7.000
Wilson, Nancy	3.500
Young, Tabitha	1.000
Zager, Christina	2.250

5. Educational Administrator

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

Name	Loc	<u>Title</u>	Start Date	End Date
Breihan, John	DIST	Interim Associate Vice	02/04/10	05/31/10
		Chancellor		

6. Classified Management

None.

7. Classified Staff

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

Revision to Previous Board Action

Name	Loc	Title	Start Dt	Plcmt	Vacancy #
Gonzalez, Fernando	OCC	Accounting Fiscal Specialist*	01/21/10	E-52-03	O-005-10
*Title correction.					

8. Reclassification and Reorganization/Reassignment

None.

9. Classified Temporary Assignments

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

Revisions to Previous Board Action

Name	Loc	<u>From</u>	<u>To</u>	<u>Action</u>	Plcmt
Bach, Bebe	OCC	HR Specialist	Div/Area Office Coor.	Extend end date from	E-49-05
				12/31/09 to 01/10/10	
Crumsey, Marie	OCC	Bookstore Oper	Special Assignment	Extend end date from	E-45-05*
		Coordinator		02/28/10 to 05/31/10	

^{*}Includes 7.5% diff.

10. Hourly Staff

It is recommended that authorization be given for the following hourly personnel appointments in the performance of noncertificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling noncertificated substitute services for classified employees temporarily absent, no assignment to exceed 160 working days pursuant to provisions of AB500 and the Agreement between the Coast Community College District and the Coast Federation of Classified Employees. (Please note: Budget numbers 100+ are General Fund; all others are Categorical Funds.)

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

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

Name	LOC	Start Date	End Date	Funding Source	Days to Work
Hehn, Linda	OCC	01/25/10	06/30/10	110001-210001	M,T,W,TH,F
Millfelt, Donna	CCC	02/24/10	06/30/10	818030-879910	M,T,W,TH,F

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

<u>Name</u>	LOC	Start Date	End Date	Funding Source	Days to Work
Wright, Donna	OCC	02/04/10	06/30/10	110001-212100	M,T,W,TH,F

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

Name	LOC	Start Date	End Date	Funding Source	Days to Work
Arellano, Mario	OCC	02/04/10	06/30/10	127005-258900	M,T,W
McDonald, Brent	OCC	02/04/10	06/30/10	127005-258900	M,TH,F
Nguyen, Tony	OCC	02/04/10	06/30/10	127005-258900	M,TH,F
Taylor, Travis	GWC	02/06/10	06/30/10	813015-381401	S.SU

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

<u>Name</u>	LOC	Start Date	End Date	Funding Source	Days to Work
Campos, Guadalupe	GWC	02/04/10	06/30/10	124005-256203	M,T,W,TH,F,S
Contreras, Rebecca	GWC	02/04/10	06/30/10	124006-361516	M,T,W,TH,F,S
	GWC	02/04/10	06/30/10	124005-256203	M,T,W,TH,F,S
	GWC	02/04/10	06/30/10	124007-856101	M,T,W,TH,F,S
	GWC	02/04/10	06/30/10	124052-343303	M,T,W,TH,F,S
Rincon, Kimberly	GWC	02/04/10	06/30/10	124006-361516	M,T,W,TH,F,S
	GWC	02/04/10	06/30/10	124005-256203	M,T,W,TH,F,S
	GWC	02/04/10	06/30/10	124007-856101	M,T,W,TH,F,S
	GWC	02/04/10	06/30/10	124052-343303	M,T,W,TH,F,S

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

<u>Name</u>	LOC	Start Date	End Date	Funding Source	Days to Work
Cuevas, Manuel	CCC	02/01/10	04/30/10	818030-847515	M,T,W,TH,F
Nguyen, Trung	CCC	12/15/09	02/26/10	120010-850101	M,T,W,TH,F
Reyes II, John	CCC	02/01/10	04/30/10	818030-847515	M,T,W,TH,F
Salazar, Paul	CCC	12/15/09	02/26/10	120010-850101	M,T,W,TH,F
Schubert, Robert	CCC	01/29/10	03/31/10	110001-880001	M,T,W,TH,F

11. Substitute Classified

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

Orange Coast College

Romero, Angela

12. Clinical Advisors/Summer

None.

13. Medical Professional Hourly Personnel

None.

14. Student Workers

It is recommended that authorization be given for the following hourly employment of either full time

students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services.

Golden West College

Gadia, Myramay Granath, Russell Lopez, Judith Miles El, William Pham, Quynh Porter, Robert Refky, Maria

Appendix B











District Office of Human Resources Diversity Report - Fall 2009

Educational Administrators

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Male	Female	Other Non-White	Unknown	White	Pacific slander	Native I	Hispanic	Filipino	Black	Asian
								rack Fac	Tenured/Tenure Track Faculty	Tenure
58.49%	41.51%	0.00%	1.89%	73.58%	0.00%	0.00%	7.55%	1.89%	5.00%	9.43%
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Male	Female	Other Non-White	Unknown	White	Pacmc	American	Hispanic	Filipino	Black	Asian

Part-Time Faculty

37 7.81%

3.38%

0.21%

10.76% 57

0.63%

0.63%

347 73.21%

3.16%

0.21%

51.48%

230 Male

474 Total

Unknown 15

Female 244

Black 6

Asian	Black	Filipino	Hispanic	American	Islander	White	Unknown	Other Non-White	Female	Maie	Tota
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Classified Management

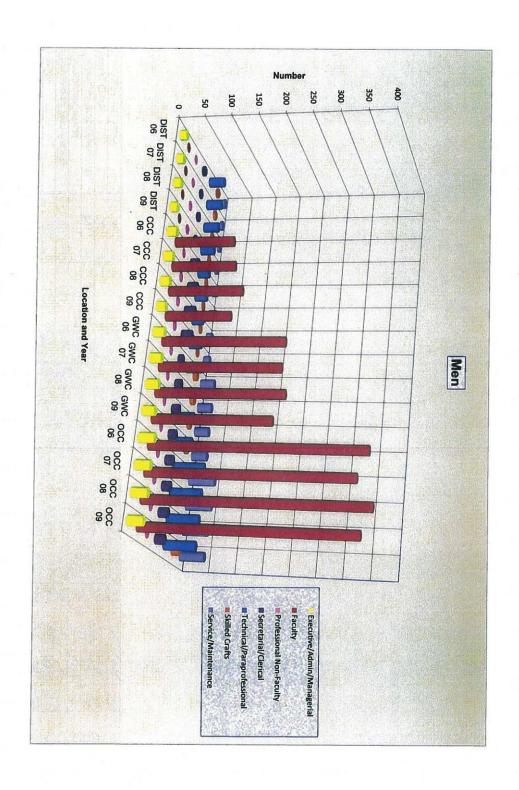
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Classified Support

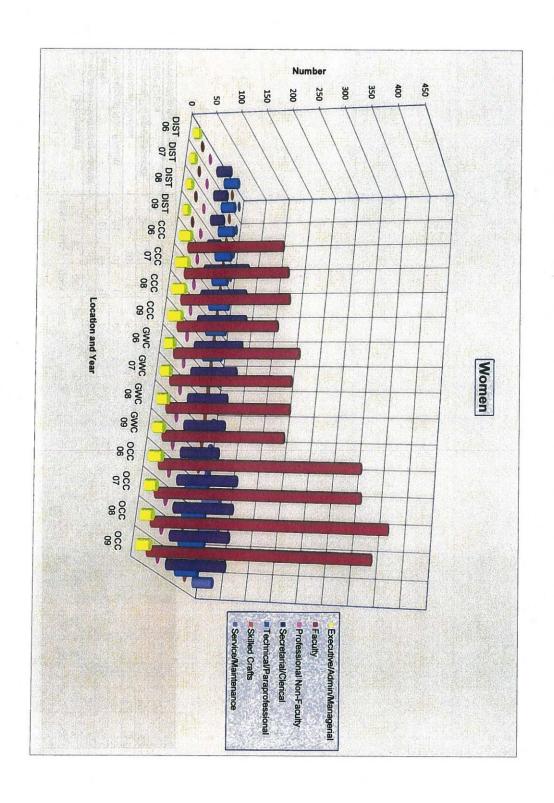
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pervice/Maintenance	5	5	5	S	10	13	1	12	27	27	27	Section 1	50	49	48	47

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Service/Maintenance	Skilled Crafts	Technical/Paraprofessional	Secretarial/Clerical	Professional Non-Faculty	Faculty	Executive/Admin/Managerial	Occupation
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