

Regular Meeting
Board of Trustees
Coast Community College District
District Board Room

5:00 p.m. Closed Session, 6:30 p.m. Open Session

Wednesday, November 2, 2011

MINUTES*

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 2, 2011 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 5:06 p.m.

1.02 Roll Call

Trustees Present: Jerry Patterson, Jim Moreno, Lorraine Prinsky, Mary Hornbuckle and David Grant. Student Trustee Joe Venegas III joined the meeting at 6:30 p.m.

Trustees Absent: None

1.03 Opportunity for Public Comment (Closed Session - Items on Agenda)

There were no requests to address the Board.

1.04 Recess to Closed Session

The Board recessed to Closed Session at 5:07 p.m. to discuss the following items:

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

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

1. Faculty Special Assignments

2. Substitute Faculty
3. Full-time Faculty
4. Part-time Faculty
5. Educational Administrators
Interim Administrative Director, Workforce & Economic Development
6. Classified Management
7. Classified Staff
8. Reclassification and Reorganization/Reassignment
9. Classified Temporary Assignments
Military Contract Educ Staff Aide
Military Contract Educ Tech, III
Special Assignment
Typist Clerk, Sr
Envir Health & Safety Specialist, Sr
Special Assignment
Instructional Food Service Manager
Staff Aide
Custodian, Sr
Campus HR Analyst
10. Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional Hourly Personnel
14. Student Workers

1.04.02 Public Employee Discipline/Dismissal/Release
(Pursuant to Government Code Section 54957)

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

Positions: Chancellor, College President and Vice Chancellor

1.04.04 Conference with Labor Negotiator
(Pursuant to Government Code Section 54957.6)

District Negotiator: Andrew Jones, Ed.D., Chancellor

Unrepresented Employees: Vice Chancellor
College President

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

Coast Community College Association vs. Coast Community College District
PERB Case #LA-CE-5436-E
Damian Rodriguez vs. George Phan et al., Orange County Superior Court Case
No, 30-2011-00445563
FM & Sons, Inc. vs. Coast Community College District, Orange County Superior
Court Case No. 30-2011-00451209
Janet Redding vs. Coastline Community College et al., Orange County Superior
Court Case No. 30-2011-00479488
Coast Federation of Educators vs. Coast Community College District, Public
Employment Relations Board Case No. LA-CE-5578-E
William Miles vs. Golden West College et al., Orange County Superior Court
Case No. 30-2011-00504551

1.04.06 Conference with Labor Negotiator

(Pursuant to Government Code Section 54957.6)

Agency Negotiator: Dr. Deborah Hirsh, Vice Chancellor of 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

1.05 Reconvene Regular Meeting

The meeting was reconvened to Open Session at 6:37 p.m.

1.06 Pledge of Allegiance – Student Trustee Joe Venegas III

Student Trustee Joe Venegas III led the Pledge of Allegiance to the United States of America.

1.07 Report of Action from Closed Session

Dr. Christian Teeter, Secretary of the Board of Trustees, reported that on a motion by Dr. Prinsky and seconded by Mr. Moreno, the Board voted unanimously to approve **Item 1.04.01 Public Employment.** (See Appendix pages 20-26)

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, and Ms. Hornbuckle
No:	None
Absent:	None

1.08 Public Comment (Open Session - Items on Agenda)

There were no requests to address the Board at this time.

1.09 Presentations, Ceremonial Resolutions and Public Hearings

1.09.01 Coast Community College District Resolution Honoring Richard Hutchison, Recipient of the 2011 Howard E. Adkins Memorial Award

Board President Patterson presented a Resolution to Richard Hutchison, Recipient of the 2011 Howard E. Adkins Memorial Award.

1.09.02 Acceptance of Retirements

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

Classified Management

Arthur, Jeffrey, District, Admin Director, District Information Services, effective 12/31/11.

Classified

Chen, Linda, District, HR Specialist, retirement effective 12/31/11.

Merriam, Jo Ann, District, Accounting Tech, retirement effective 12/31/11.

Wombold, Connie M., CCC, Division Area Office Coordinator, effective 12/31/11.

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to accept these retirements.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

2.00 General Information and Reports

2.01 Report from the Chancellor

Dr. Andrew Jones, Chancellor, provided a report to the Board.

2.02 Reports from the Presidents

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

Dr. Loretta Adrian, Coastline Community College
Dr. Dennis Harkins, Orange Coast College
Wes Bryan, Golden West College

2.03 Reports from the Presidents of Student Government Organizations

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

Monica Dekany on behalf of Dale Lendrum, Golden West College
Catherine Tran, Orange Coast College

2.04 Reports from the Academic Senate Presidents

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

Margaret Lovig, Coastline Community College (CCC) Academic Senate President
Vesna Marcina, Orange Coast College (OCC) Academic Senate President
Theresa Lavarini, Golden West College (GWC) Academic Senate President

2.05 Reports from the Presidents of Employee Representative Groups

The following representatives provided reports on behalf of the Employee Representative Groups:

Neal Kelsey, Executive Director, Coast Federation of Classified Employees (CFCE)
Dr. Barbara Price, Coast Community College Association-California Teachers
Association/National Education Association (CCCA-CTA/NEA)

2.06 Reports from the Board of Trustees

Board members provided individual reports.

2.07 Reports from the Board Committees and Review of Board Committee Meeting Dates

The Board reviewed the dates of the upcoming Board Committee meetings, and provided updates on committee activities and meetings.

2.08 Quarterly Financial Status Report

W. Andrew Dunn, Vice Chancellor of Finance and Administrative Services, presented a Quarterly Finance Status Report to the Board.

3.00 Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

The Board reviewed the scheduled Board Meeting dates for FY 2011/2012 as presented in the November 2, 2011 Agenda.

3.02 Meetings and Conferences of the American Association of Community Colleges (AACC), Association of Community College Trustees (ACCT), Association of Community College League (CCLC), and California Community College Trustees (CCCT)

The Board reviewed the meetings and conferences of the AACC, ACCT, CCLC and CCCT.

3.03 The Board Directives Log

The Board reviewed and discussed items on the Board Log.

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted that an item be added to the Board Log for a brief presentation to be made on Credits for College.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

3.04 Building and Grounds Reports

The Board reviewed and discussed the Buildings and Grounds Reports as presented in the November 2, 2011 Agenda.

3.05 Board of Trustees' Discussion Pertaining to Monies Paid or Owed to the Shareholders of the Enterprise Corporation

W. Andrew Dunn, Vice Chancellor of Finance and Administrative Services, gave a presentation to the Board regarding Monies Paid or Owed to the Shareholders of the Enterprise Corporation.

3.06 Review of Internal Audit Report

The Board reviewed the Internal Audit Report.

3.07 Review of Proposed Policy Revision BP 5030 Student Fees and Charges Policy and

3.08 Review of Proposed Policy Revision BP 5032 District Fee Schedule

On a motion by Mr. Venegas III and seconded by Dr. Prinsky, the Board voted to move **Items 3.07 and 3.08** to the November 16, 2011 agenda to allow student government the opportunity to review the proposed policy revisions. The Board additionally requested a descriptive paragraph outlining the proposed changes, justification of the proposed changes, and consideration of combining both policies into one policy.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

CONSENT CALENDAR (Items 4 - 22)

Item 7.03 DIS - Special Projects, Get Motivated Business Seminar, and Item 15.01 (e) Approval of Classified and Confidential Staff Longevity Payments, were pulled from the Consent Calendar. On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board approved the balance of the Consent Calendar.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

At this time, Neal Kelsey, Executive Director, Coast Federation of Classified Employees (CFCE) addressed the Board regarding Item 15.01(e) Approval of Classified and Confidential Staff Longevity Payments.

After discussion, on a motion by Mr. Grant and seconded by Dr. Prinsky, the Board approved **Item 15.01(e) Approval of Classified and Confidential Staff Longevity Payments** with a 4-2 vote.

Motion carried with the following vote:

Aye:	Mr. Patterson, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	Mr. Moreno and Mr. Venegas III
Absent:	None

DISCUSSION CALENDAR

23.00 Approval of Agreements

23.01 DIS - Approval of Interim Educational Administrator Employment Agreement, Interim Administrative Director, Workforce & Economic Development, Coastline Community College

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve the Employment Agreement with Sallie Ann Salinas-Rumps, CCC, Interim Administrative Director, Workforce & Economic Development effective November 20, 2011 through June 30, 2012. Compensation to be \$9,339.67 per month based on the appropriate step placement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indication approval by the Board of Trustees.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.02 CCC - Approve an Amendment to an Agreement between Worth Publishers and the Coast Community College District to Publish the Fourth Edition of the Telecourse Student Guide for Child Development: Stepping Stones

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Agreement between Worth Publishers and the Coast Community College District to revise and publish the fourth edition of the Student Guide for Child Development: Stepping Stones according to the Agreement. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: Publisher grant to Coast District of \$4,000.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None

23.03 CCC - Approve Agreement between the Humphrey's Half Moon Inn and Suites and the Coast Community College District for the Location of the Business Education Statewide Advisory Committee (BESAC) Annual Conference

On a motion by Dr. Prinsky and seconded by Mr. Patterson, the Board voted to approve Agreement between the Humphrey's Half Moon Inn and Suites and the Coast Community College District for the location of the Business Education Statewide Advisory Committee (BESAC) Annual Conference. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: \$23,635.64 to be paid from the Business Education Statewide Advisory Committee (BESAC) contract funds, Business Industry Collaborative (BIC) grant funds, and Business Education Statewide Advisory Committee (BESAC) Foundation funds.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None

23.04 CCC - Approve an Amendment to an Agreement between Worth Publishers and the Coast Community College District to Publish the Fifth Edition of the Telecourse Student Guide for Psychology: The Human Experience

On a motion by Dr. Prinsky and seconded by Mr. Venegas III, the Board voted to approve the Amendment to the Agreement between Worth Publishers and the Coast Community College District to revise and publish the fifth edition of the Student Guide for Psychology: The Human Experience according to the Agreement. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: Publisher grant to Coast District of \$4,000.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None

23.05 CCC - Approve an Amendment to an Agreement between Bedford, Freeman, & Worth Publishing Group, COMAP, Inc., and the Coast Community College District to Extend the Agreement and Include Schedule A

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Amendment to the Agreement between Bedford, Freeman & Worth Publishing Group, COMAP, and the Coast Community College District to extend the Agreement and replace the print version of the student guide with the publisher's digital product StatsPortal. The Agreement outlines the responsibilities of all partners and end products to be produced. Schedule A of the Amendment defines the fiscal responsibilities and royalties to be paid to the District. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: Revenue to District dependent on enrollment. Publisher pays \$20 royalty to District for each sale of access to Telecourse StatsPortal.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.06 DIS - Approve Agreement between the California State University, Fullerton (CSUF) and the Coast Community College District (CCCD) to Increase International Student Enrollment and Provide Seamless Transfer for ISDA Students from a Coast College to the California State University, Fullerton

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to approve the Agreement between the California State University, Fullerton and the Coast Community College District to increase international student enrollment and provide seamless transfer for ISDA students from a Coast College to the California State University, Fullerton. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: The annual income to the district from ISDA students will be \$3,296.00 to \$3,796.00 per enrolled student in this program based on 12 units of academic load.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.07 DIS - Approve Non-Standard Agreement between the National Student Clearinghouse and the Coast Community College District (Coastline College, Golden West College, Orange Coast College) for the Purpose of Adding Student Tracker and EnrollmentVerify as an Amendment to our Existing DegreeVerify Contract

On a motion by Ms. Hornbuckle and seconded by Mr. Venegas III, the Board voted to approve the Agreement between the National Student Clearinghouse and the Coast Community College District for the purpose of enabling Coastline College, Golden West College and Orange Coast College to add EnrollmentVerify and Student Tracker to the DegreeVerify contract. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: No fiscal impact. By adding the EnrollmentVerify service (free service), the Student Tracker will also be free of charge.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.08 DIS - Approval to Enter into a Renewal Agreement between the Coast Community College District Foundation and the Coast Community College District for Use of Facilities

On a motion by Mr. Patterson and seconded by Ms. Hornbuckle, the Board voted to refer this item to District General Counsel for further review and return it to the November 16, 2011 agenda.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.09 CCC - Approve Amended Agreement between the County of Orange and the Coast Community College District to Operate the Orange County One-Stop Center - South

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the Amended Agreement between the County of Orange and the Coast Community College District to operate the Orange County One-Stop Center – South. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: The County will reimburse Coastline Community College and additional amount of \$121,510 for a total contract of \$2,033,966 for operation of these programs.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.10 CCC - Approve Amendment to Agreement between Central Texas College and the Coast Community College District to Serve as Academic Integrator in Support of the Navy College Program for Afloat Education (NCPACE)(Reference US Government Contract No N00189-09-D-Z060) for the Delivery of all Distance Learning Services and Courses Described in the CTC Alternate Technical Proposal in Response to Government Solicitation No. N00189-09-R-Z020

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve the agreement Amendment between the Coast Community College District and Central Texas to Serve as Academic Integrator in Support of the Navy College Program for Afloat Education (NCPACE) College Academic Institutions who Provide Services in Support of the Subcontract Agreement between Central Texas College and the Coast Community College District for the Navy College Program for Afloat Education (NCPACE) Program. The Amendment authorizes Central Texas College to provide support staff to Commands at Pearl Harbor, HI and Groton, CT. The Board President, or designee, is authorized to sign the Amendment and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: \$33,696 for the period October 1, 2011 – September 12, 2012.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.11 OCC - Approve Memoranda of Understanding Regarding Orange County Quality Improvement System (OC QIS) Between the Orange County Department of Education and Coast Community College District, Orange Coast College Early Childhood Education Lab School and the Harry and Grace Steele Children's Center

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve Memoranda of Understanding between Orange County Department of Education and the Coast Community College District, the Harry and Grace Steele Children's Center and the Orange Coast College Early Education Lab School. The Board President, or designee, is authorized to sign the Agreements and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: None

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.12 OCC - Approve Department of Defense Voluntary Education Partnership Memorandum of Understanding between the Department of Defense Office of the Under Secretary of Defense for Personnel and Readiness, and the Coast Community College District to Provide Educational Services to Personnel of the United States Armed Forces

On a motion by Ms. Hornbuckle and seconded by Mr. Venegas III, the Board voted to approve the Memorandum of Understanding between the Department of Defense Office of the Under Secretary of Defense for Personnel and Readiness, and the Coast Community College District (Orange Coast College) to Provide Educational Services to Personnel of the United States Armed Forces. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: No cost to the District. Participation will generate revenue for the college.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.13 OCC - Approve Non-Standard Agreement between the Orange County Department of Education and the Coast Community College District for the Purpose of Obtaining Funding for Childcare at the Orange Coast College Harry and Grace Steele Children's Center beginning August 31, 2011 for Eligible Student Parents

On a motion by Ms. Hornbuckle and seconded by Mr. Venegas, the Board approved the Agreement between Orange County Department of Education and Coast Community College District for the purpose of providing child care funding at Orange Coast College Harry and Grace Steele Children's Center for eligible students. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Orange County Department of Education (OCDE) currently reimburses childcare funding at the Regional Market Rate which is higher than that of our grants from the California Department of Education Child Development Division. The Regional Market Rate will currently cover the daily rate that we charge our full-cost families in our Infant, Toddler, and Preschool Programs. In our Young Preschool Program which serves children 2-3 years of age, the Children's Center will be reimbursed at a daily rate which is \$5.14 less than the fee we charge our full-cost families. By the third working day after the end of the month, the Children's Center will submit the prior month's sign-in sheets for each funded child to the Orange County Department of Education. OCDE will send reimbursement for the prior month's childcare services within twenty (20) working days from when they are received. This reimbursement will be a Children's Center revenue source for operating funds and we will not incur any negative fiscal impact through this contract.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

23.14 DIS - Approve Agreement between the Coast Community College District Foundation (Foundation) and the Coast Community College District (CCCD) to Reaffirm its Recognition of the Foundation as an Auxiliary Organization Within the Meaning of Section 72670(e) of the *Education Code*

On a motion by Mr. Patterson and seconded by Mr. Moreno, the Board voted to refer this item to General District Counsel and return it to the November 16, 2011 agenda.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

24.00 Buildings and Grounds Approvals

24.01 DIS - Authorization to File Notice of Completion and Release Retention Funds

At the recommendation of Vice Chancellor of Finance and Administrative Services, W. Andrew Dunn, it was moved by Mr. Moreno and seconded by Ms. Hornbuckle to remove **GWC Learning Resource Center New Construction Phase II: Bid No. 1954** and return it to the November 16, 2011 agenda, and approve filing a Notice of Completion on the remaining projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion will be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the Chancellor or designee is authorized to pay retention due, accepting all work and/or materials as satisfactorily completed by the contractor(s). In the event of a dispute between the District and a Contractor, the District may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

GWC Learning Resource Center New Construction Phase I; Bid No. 1953

Contractor	Chegin Enterprises, Inc. dba SMC Construction Co. Category A - Demolition/Underground Utilities
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GWC Learning Resource Center New Construction Phase IV; Bid No. 1963

Contractor	Landmark Site Contractors Category J - Asphalt, Site Concrete & Paving
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Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

24.02 DIS - Approve Change Order No. 2; Golden West College Learning Resource Center New Construction Phase II; Bid No. 1954

At the recommendation of Vice Chancellor of Finance and Administrative Services, W. Andrew Dunn, it was moved by Ms. Hornbuckle and seconded by Mr. Patterson to continue this item to the November 16, 2011 agenda.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None

24.03 DIS - Approve Change Order No. 1; Golden West College Learning Resource Center New Construction Phase III; Bid No. 1960

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to approve the Change Order No. 1; Golden West College Learning Resource Center New Construction Phase III Bid No. 1960 as described in the Change Order document attached to each Trustee's agenda. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the Change Order and any related documents.

Marina Landscape, Inc., – Category K – Landscaping

Final Contract Closeout:

Outstanding contractor costs less unused allowance <\$17,155.99>

Contract Amount: \$235,700.00 (C.O. 1: 7.28% Decrease)

Total Change Orders: <\$17,155.99> (7.28% Decrease)

Fiscal Impact: <\$17,155.99> (Measure C – General Obligation Bond Fund)

Master Plan Approved Project

GWC Learning Resource Center New Construction

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None

24.04 DIS - Approve Change Order No. 2; Golden West College Learning Resource Center Phase IV New Construction; Bid No. 1963

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve the Change Order No. 2; Golden West College Learning Resource Center

Phase IV New Construction Bid No. 1963 as described in the Change Order document attached to each Trustee's agenda. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the Change Order and any related documents.

Landmark Site Contractors – Category J - Asphalt, Site Concrete & Paving

Final Contract Closeout:

Outstanding contractor costs less unused allowance \$22,403.37

Contract Amount: \$780,000.00

Total Change Orders: \$22,403.37 (2.87% Increase)

Fiscal Impact: \$22,403.37 (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
GWC Learning Resource Center New Construction

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None

25.00 General Items of Business

25.01 DIS - Approval of Material Fees

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to approve material fee revisions, deletions, and/or new fees be approved for inclusion in the curriculum. A copy of the material fee request forms is on file in the Board Office.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None

25.02 DIS - Nomination of Trustee Jerry Patterson to the Association of Community College Trustees (ACCT) Committee Service, Pacific Region

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the nomination of Trustee Patterson to continue to represent the Coast Community College District in his ACCT Committee Service. Depending on the needs of ACCT, selected nominees may serve in one of several ACCT Committees for 2012.

Motion carried with the following vote:

Aye: Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Absent: None
Abstain: Mr. Patterson

25.03 DIS - Presentation and Adoption of Accountability Reporting for Community Colleges

On a motion by Mr. Patterson and seconded by Mr. Venegas III, the Board voted to move this item to a study session in February 2012.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

25.04 OCC - Authorization to Conduct a Short-Term Study Abroad Program in London, England and Paris, France
and

25.05 OCC - Authorization to Conduct a Short-Term Study Program in New York City, New York

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to authorize **Item 25.04** standard travel contractor agreement to conduct a program in London, England and Paris, France, December 29 , 2012 - January 26, 2013, and **Item 25.05** standard contractor agreement to conduct a short-term study program in New York City, New York, June 4-11, 2012.

Fiscal Impact: No cost to the District. The cost for the course will be built into the program fees. The course will not generate FTES. All payments by trip participants for travel services shall be made to the travel contractor. Travel contractor shall account to CCCD for the total cost of the trip.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None
Absent:	None

25.06 DIS - Ratification of Tentative Agreement between Coast Federation of Classified Employees (CFCE) and the Coast Community College District

On a motion by Mr. Patterson and seconded by Mr. Moreno, this item was moved to the November 16, 2011 agenda as a Successor Agreement.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle, Mr. Grant and Mr. Venegas III
No:	None
Absent:	None

26.00 Resolutions

26.01 Resolution #11-42 to Enter Into An Agreement Amendment 01 with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center General Child Care and Development Programs Grant (CCTR-1179)

On a motion by Ms. Hornbuckle and seconded by Mr. Venegas III, the Board voted to approve Resolution #11-42 to Enter Into An Agreement Amendment 01 with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center General Child Care and Development Programs Grant (CCTR-1179).

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle, Mr. Grant and Mr. Venegas III
No:	None
Absent:	None

26.02 Resolution #11-43 to Enter Into an Agreement Amendment 01 with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-1338)

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve Resolution #11-43 to Enter Into an Agreement Amendment 01 with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-1338).

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle, Mr. Grant and Mr. Venegas III
No:	None
Absent:	None

27.00 Approval of Minutes

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to approve the Minutes of the Special Meeting of October 17, 2011 and the Regular Meeting/Study Session of October 19, 2011.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle, Mr. Grant and Mr. Venegas III
No:	None
Absent:	None

28.00 Close of Meeting

28.01 Public Comment (Items not on Agenda)

28.02 Adjournment

There being no further business, on a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to adjourn the meeting at 8:59 p.m.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle, Mr. Grant and Mr. Venegas III
No:	None
Absent:	None

Secretary of the Board of Trustees

**The Student Trustee of the Coast Community College District is provided with an advisory vote to the Board of Trustees, per Board Policy 2015. As such, the Student Trustee's votes recorded within these minutes are advisory only in nature and are not counted in the final outcome of each action taken by the Board. Additionally, per Board Policy 2015, the Student Trustee does not participate in Closed Session meetings of the Board, therefore, votes reported from Closed Session will not include a reference to the Student Trustee.*

APPENDIX

	Page
A. Public Employment.....	20-26

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 Per Diem, INT = Intersession, SMM = Full Time Certificated Summer, SMH = Part Time Certificated Summer, ACS = Academic Senate.

COASTLINE COLLEGE
PART TIME COUNSELOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Do, Anh	10/06/11	12/18/11	UNT	\$73.94

Justification: Funding delay from the Asian American & Native American Pacific Islander Serving Institutions Grant

ACADEMIC SENATE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Fry, Marilyn	08/27/11	05/27/12	ACS	\$29.46

Justification: Name was accidentally omitted from the list of Senators

FACULTY DANCE CONCERT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Kahn, Kathy	11/05/11	11/30/11	EXH	\$29.46	\$300.55

EL CIVICS TECHNOLOGY PLAN

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Kuntzman, Linda	11/03/11	06/30/12	EXM	\$43.55

GRANT COMPLIANCE AND REPORTING

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Kuntzman, Linda	11/03/11	06/30/12	EXM	\$43.55

NOVEMBER SYMPHONIC HOLLYWOOD CONCERT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Tag, Janelle	11/05/11	11/30/11	EXH	\$29.46	\$601.10

GRANT CURRICULA

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Tsutsumid Krampe, L.	11/03/11	06/30/12	EXM	\$43.55

WORKSHOPS FOR BASIC SKILLS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chang, Sarah	11/03/11	06/30/12	EXH	\$29.46
Hernandez, Marcela	11/03/11	06/30/12	EXH	\$29.46

ESL CURRICULA

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Jones, Julie	11/03/11	06/30/12	EXH	\$29.46
Maccoun, Wendy	11/03/11	06/30/12	EXH	\$29.46
Montague, Judy	11/03/11	06/30/12	EXH	\$29.46
Mozell, Harold	11/03/11	06/30/12	EXH	\$29.46
Walker, Lynn	11/03/11	06/30/12	EXH	\$29.46

INTELLECTUAL DISABLED PROGRAM MEETING

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Barrett, Debra	11/03/11	12/31/11	EXH	\$29.46
Cole, Maureen	11/03/11	12/31/11	EXH	\$29.46
Kosbab, Tina	11/03/11	12/31/11	EXH	\$29.46
Semer, Lynn	11/03/11	12/31/11	EXH	\$29.46

The following CCC Administrators, Full Time and Part Time Instructors to provide instructional opportunities for NCPACE and Navy Onshore for Military Contract Education during Fall semester.

Part Time Instructor

Basford, Sean
Lui, Edward

GOLDEN WEST COLLEGE
CCI REPRESENTATIVE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Zuidervaat, Genevieve	09/06/11	12/18/11	EXH	\$29.46

Justification: CCA recently made aware of GWC CCI Representative

ORANGE COAST COLLEGE

ACADEMIC SENATE ALTERNATIVE METHODS PROJECT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Kennedy, Marilyn	10/01/11	10/31/11	EXM	\$43.56

Justification: The grant was postponed after the employee began work

CAREER TECHNOLOGY EDUCATION

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Plum, Caryn	09/01/11	09/09/11	EXH	\$29.46

Justification: The grant was postponed after the employee began work

ESSAY EVALUATION FOR UC TRANSFERS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Tovar, Ana	11/05/11	12/15/11	EXH	\$29.46
Weber, Daniel	11/05/11	12/15/11	EXH	\$29.46

ALTERNATIVE METHODS PROJECT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Weatherford, Leigh	09/13/11	09/30/11	EXM	\$43.56	\$500.94

Justification: Projects run for a course of 1 year and not approved until ended

INTERNSHIP ACADEMY

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Amaral, Christina	11/05/11	11/30/11	EXM	\$72.00	\$1440.00
Beard, Daniel	11/05/11	11/30/11	EXM	\$72.00	\$720.00
Bennett, Jane	11/05/11	11/30/11	EXM	\$73.94	\$369.70
Broberg, Scott	11/05/11	11/30/11	EXM	\$73.94	\$1848.50
Cooper, Barbara	11/05/11	11/30/11	EXM	\$72.00	\$360.00
Cox, Steven	11/05/11	11/30/11	EXM	\$72.00	\$720.00
Dowling, Thomas	11/05/11	11/30/11	EXM	\$72.00	\$360.00
Gillisen, Blade	11/05/11	11/30/11	EXM	\$72.00	\$576.00
Golson, Christopher	11/05/11	11/30/11	EXM	\$72.00	\$360.00
Hall, William	11/05/11	11/30/11	EXM	\$72.00	\$720.00
Kings, Rose	11/05/11	11/30/11	EXM	\$72.00	\$360.00
Kybiak, Renee	11/05/11	11/30/11	EXM	\$72.00	\$360.00
Lazarus, Robert	11/05/11	11/30/11	EXM	\$72.00	\$2160.00
McCall, Leslie	11/05/11	11/30/11	EXM	\$72.00	\$360.00
Morgan, Dennis	11/05/11	11/30/11	EXM	\$72.00	\$360.00
Ott, Torii	11/05/11	11/30/11	EXM	\$73.94	\$739.40
Sabori, Sibley	11/05/11	11/30/11	EXM	\$73.94	\$739.40
Skeie, Leon	11/05/11	11/30/11	EXM	\$72.00	\$2160.00
Tsutsumida, Damian	11/05/11	11/30/11	EXH	\$73.94	\$1848.60
Zombek, Mark	11/05/11	11/30/11	EXM	\$72.00	\$360.00

COUNSELORS OVERLOAD

Overload assignments for the following evening counselors, 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 **08/27/11 to 12/18/11** 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:

OCC

<u>Name</u>	<u>LHE</u>
Bagatourian, Linda	0.75
Cuellar, Eric	1.00
Duong, Nghia	1.00
Figuerola, Benjamin	1.00
Guillen, Alex	1.00
Guillen, Denia	1.00
Hogue, Steven	1.00
Katsuki, Anna	1.00

Marron, Elias	1.00
Nguyen, Jessica	1.00
Schneiderman, Robert	0.75
Trever, Maria	1.00
Wickremesinghe, Manoj	1.75

Justification: Last minute funding to meet students' needs

FACULTY OVERLOAD

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 **08/27/11 to 12/18/11** 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:

OCC

<u>Name</u>	<u>LHE</u>
Norling, Marcella	3.000
Shine, Brenda	2.55

2. Substitute Faculty

Part Time Faculty Substitute

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 \$44.36/hr based on the part-time faculty daily miscellaneous teaching rate.

Coastline College
Ozbirn, Katherine

3. Full time Faculty

None.

4. Part time Faculty

FALL

Assignments during the period **08/27/11-12/18/11** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency. The items listed below have been submitted late for Board approval due to scheduling conflicts, last minute program requirements and student enrollments demands.

Coastline College

<u>Name</u>	<u>LHE</u>
Fry, Marilyn	1.125
Mann, Claire	3.000

Golden West College

<u>Name</u>	<u>LHE</u>
Anderson, Perry R.	4.000
Anderson, Terry P.	4.000
Bhandari, Harleen	8.000
Carlander, David	4.000
Dinger, Michelle	3.000
Dowlatsahi, Kristi	3.000
Markle, Gwynn	4.500
Norton, Joshua	1.250
Scheys, Rene	4.000
Whitney, Ian	4.000

Orange Coast College

<u>Name</u>	<u>LHE</u>
Adams, Rebecca	7.500
Beichner, Brian	0.688
Civen, Isobel	5.500
Coleman, Catherine	5.500
Dahl, Wendy	4.250
Holt, Lorinda	2.438
Hung, Emily	8.433

Jewett, Britt	0.875
Ketcham, Christopher	0.457
Lee, Adam	0.400
Mitchell, Sarah	8.000
Norman, Sharon	5.260
Rojas, Santos	6.750
Schmidt, Valerie	0.890
Silva, Ronald	4.848
Tag, Janelle	0.417
Tran, Duy	0.204

SPRING

Assignments during the period **01/30/11-05/29/11** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Coastline College

<u>Name</u>	<u>LHE</u>
Marks, Karen	3.000

Justification: Assignment was misplaced due to change in department staff

The following GWC Part-time Police Academy Instructors to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the 2011-12 school year for the period **11/03/11 to 06/30/12**, not to exceed **786** hours:

Takemoto, Jack

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.

Reappointments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Term</u>	<u>Plcmt</u>
Salinas-Rumps, Sallie	CCC	Interim Adm Dir, Workforce & Economic Development	11/20/11 to 06/30/12	D-32-04

6. Classified Management

None.

7. Classified Staff

None.

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):

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Daniel, Marion	CCC	Military Cont Ed Technician	Military Cont Ed Staff Aide	12/01/11	02/29/12	E-48-05
Mensah, Araba	CCC	Mil Cont Ed Technician, Int.	Mil Cont Ed Tech, III	12/01/11	02/29/12	E-48-04
Perdue, Brinda	CCC	Staff Asst	Special Assignment	11/03/11	01/31/12	E-52-05
Phan, Nikki	GWC	Nursing Innov Grant Clrk Intr	Typist Clerk, Sr	11/03/11	01/31/12	E-40-04

Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Action</u>	<u>Plcmt</u>
Rymas, Colleen	DIST	Insur Claims Specialist	Envir Health & Safety Specilst, Sr	Extend from 11/30/11 to 02/29/12	E-64-03
Suarez, Kathy	OCC	Stud Fin Aid Tech	Special Assignment	Extend from 10/24/11 to 11/13/11	E-48-05
Wakim, Anis	OCC	Instr Food Serv Cood	Instructional Food Service Manager	Extend from 11/30/11 to 02/29/12	G-09-07

Classified Contract – On Call As Needed, 7.5% Special Assignment Differential

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>End Date</u>
Harris, Heather	OCC	Staff Aide	11/06/11	06/30/12
Lopez, Fausto	GWC	Custodian, Sr	08/29/11*	06/30/12

*Justification: Emergency assignment due to the unexpected absence of department supervisor

Revision to Previous Board Action

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Area, Sheryl	OCC	Adm Asst to VP	Campus HR Analyst	07/01/09*	05/13/11	E-58-05

*Revise earlier start date from 11/13/09; split assignment approved by VC HR

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 110+ are General Fund, 12+ are Categorical or Grant Funds and 8+ indicates Ancillary 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.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Castorena, Eunice*	OCC	10/06/11	06/30/12	812035-281201	M,T,W,TH,F
Cosgrove, Ann	CCC	11/03/11	06/30/12	818030-847523	M,T,W,TH,F
Ho, Phuong	CCC	11/03/11	06/30/12	120155-854201	M,T,W,TH,F
Keyser, Nancy	OCC	11/07/11	06/30/12	124044-259300	M,W,F
Mott, Melissa	CCC	11/03/11	06/30/12	120010-850101	M,T,W,TH,F
Munoz, Suyapa	CCC	11/03/11	06/30/12	120155-854201	M,T,W,TH,F
Nguyen, Phuc	CCC	11/03/11	06/30/12	120010-850101	M,T,W,TH,F
Ostovarpour, Megan**	OCC	10/06/11	06/30/12	124005-256103	M,T,W,TH,F
Phomphakdy, Zenia	CCC	11/03/11	06/30/12	120010-850101	M,T,W,TH,F
Preciado, Anna	CCC	11/03/11	06/30/12	818030-820541	M,T,W,TH,F
Renault, Dameion***	OCC	09/13/11	06/30/12	812010-266851	M,T,W,TH,F
Seward, Linda	CCC	11/03/11	06/30/12	120010-850101	M,T,W,TH,F
Stone III, Albert	CCC	11/03/11	06/30/12	120010-850101	M,T,W,TH,F
Tieu, Julie	OCC	11/07/11	06/30/12	124044-259300	M,W,F
Wolff, Linda	CCC	11/03/11	06/30/12	120010-850101	M,T,W,TH,F

*Justification: Employee was late bringing in proper New Hire documentation

**Justification: Required for Learning Disabled Program under Title V regulations

***Justification: Department submitted paperwork late to Personnel Office

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>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Bryan-Zwick, Jesse	GWC	11/03/11	06/30/12	110001-304502	M,T,W,TH,F
Gaines, Tyler	OCC	11/03/11	06/30/12	812035-210402	M,T,W,TH,F
Gaytan, Stephanie	OCC	11/03/11	06/30/12	812001-201592	M,T,W,TH,F
	OCC	11/03/11	06/30/12	110001-201591	M,T,W,TH,F
	OCC	11/03/11	06/30/12	120176-251045	M,T,W,TH,F

Minasian, Johnathan	GWC	11/03/11	06/30/12	813010-389803	M,T,W,TH,F
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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.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Hull, Aaron	CCC	11/03/11	06/30/12	110001-885203	M,T,W,TH,F
Lopez, Aurelia*	OCC	09/10/11	06/30/12	812020-205401	M,T,W,TH,F
Romero, Tony	CCC	11/03/11	06/30/12	127007-885901	M,T,W,TH,F

*Justification: Paperwork held up in campus Personnel Services

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>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Beichner, Brian*	OCC	09/01/11	05/29/12	110001-204001	T,TH
Da Rosa, Paulo	CCC	11/03/11	06/30/12	110001-847406	M,T,W,TH,F
Hamilton, Alexis	GWC	EXTEND	06/30/12	110001-348601	M,T,W,TH,F
	GWC	EXTEND	06/30/12	124031-348604	M,T,W,TH,F
	GWC	EXTEND	06/30/12	124031-648605	M,T,W,TH,F
	GWC	EXTEND	06/30/12	120151-354701	M,T,W,TH,F
	GWC	EXTEND	06/30/12	120151-354702	M,T,W,TH,F
Jimenez, Rodrigo	CCC	11/03/11	06/30/12	120010-850101	M,T,W,TH,F
Reyes, Jorge	GWC	11/03/11	06/30/12	813001-317105	M,T,W,TH,F
Rowland, John	GWC	11/03/11	06/30/12	813001-317105	M,T,W,TH,F
Vu, Christine**	OCC	10/06/11	06/30/12	124005-256101	M,T,W,TH,F
Wellengard, Samantha	OCC	11/03/11	06/30/12	812035-213004	M,T,W,TH,F

*Justification: Paperwork submitted late to Personnel Office

**Justification: Open entry class and abundance of learning disabled students

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>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Chang, Maryann	CCC	EXTEND	10/09/11	120080-853100	M,T,W,TH,F
Legaspi, Jodie	OCC	09/20/11	10/15/11	110001-249200	M,T,W,TH,F
Preciado, Anna	CCC	EXTEND	10/31/11	110001-849130	M,T,W,TH,F
Reyes, Gabriel	GWC	10/10/11	06/15/12	110001-385302	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

Barcenas, Anneli
 Bhakta, Rupa
 Coleman, Erin
 Hebron, Danielle
 Lechuga, Yajaira
 Martinez Pico, Judith
 Van Geem, Evan

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.

Coastline College

Moreno, Liset
Nguyen, Thuy
Phan, Nykhoi
Vu, Trinh

Golden West College

Alaalatoa, Vanessa
Avalos, Angelica
Claudio, Brittany
Dang, Yen
Do, Nhu
Grunbaum, Andrew
Hennes, Emily
Hoang, Anh
Jefferson-Simon, Nathaniel
Le, Phuc
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