

**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 16, 2011

**MINUTES\***

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 16, 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 5:00 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 5:02 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  
Acting Director of Accessibility Center for Education  
Interim Director, Career Services  
  
Reappointments:  
Coordinator, Criminal Justice Training Center  
Dean  
Assoc Dean/Director Student Health Center  
Vice President, Student Services  
Dean Military, Corporate & Community Programs  
Director  
Admin Director, Workforce Economic Development
6. Classified Management  
Director of Financial Aid
7. Classified Staff/Confidential Staff  
Executive Assistant to the Vice Chancellor, HR  
Accounting Assistant III  
Division/Area Office Coordinator  
Admissions & Records Tech 1  
Bookstore Operations Assistant
8. Reclassification and Reorganization/Reassignment  
Senior Director, College Information Technology  
Senior Director, Facilities, Planning and Construction  
Textbook Acquisitions Clerk
9. Classified Temporary Assignments  
Special Assignment  
Education & Grant Service Coordinator  
Military Contract Edu Tech III  
Public Information Specialist  
Military Contract Ed Staff Aide
10. Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional Hourly Personnel
14. Student Workers

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

1. Acting Vice Chancellor of Human Resources
2. Responsible District Officer

**1.04.03 Conference with Labor Negotiator**

(Pursuant to Government Code 54957 (b)(1))

Agency Negotiator: Dr. Andrew Jones, Chancellor

Unrepresented Employee: Acting Vice Chancellor of Human Resources

**1.04.04 Conference with Labor Negotiator**

(Pursuant to Government Code Section 54957.6)

Agency Negotiator: Dr. Andrew Jones, Chancellor

Unrepresented Employees: College Vice Presidents

**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

Public Employment Relations Board Case No. 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 Legal Counsel: Anticipated Litigation**

(Pursuant to sub-section "b" of Government Code Section 54956.9)

Significant Exposure to Litigation: Two cases, Construction Delays at Golden West College and Orange Coast College

**1.04.07 Conference with Legal Counsel: Anticipated Litigation**

(Pursuant to sub-section "c" of Section 54956.9 of the Government Code)

Potential Initiation of Litigation: Two cases, Construction Delays at Golden West College and Orange Coast College

**1.04.08 Public Employee Performance Evaluation**

(Pursuant to Government Code Section 54957)

Positions: Vice President, Dean, and Director

**1.04.09 Public Employee Discipline/Dismissal/Release**

(Pursuant to Government Code Section 54957)

**1.04.10 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 7:00 p.m.

#### **1.06 Pledge of Allegiance –Trustee Jerry Patterson**

Trustee Jerry Patterson 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 for **Item 1.04.09 Public Employee Discipline/Dismissal/Release**, on a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted unanimously to not reemploy a director in his or her position at the expiration of his or her contract as of June 30, 2012.

Motion carried with the following vote:

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

Additionally, Dr. Teeter reported for **Item 1.04.01 Public Employment**, on a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted unanimously to approve the Personnel Items and Section 5, Reappointments of Educational Administrators, was approved pending the receipt of satisfactory performance evaluations. Additionally, correction was made to the spelling of faculty member Fred Feldon's name. (See Appendix pages 22-28)

Dr. Teeter also reported for **Item 1.04.10 Conference with Labor Negotiator**, on a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted unanimously to approve the Memorandum of Understanding with the Coast Federation of Educators (CFE) AFT Local 1911.

Motion carried with the following vote:

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

Additionally, on a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted unanimously to approve the Memorandum of Understanding with the Coast Federation of Educators/American Federation of Teachers (CFE/AFT) Local 1911.

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, Brad Avery, Director of the Sailing Center, was invited to give a presentation to the Board on the *Nordic Star*, recently donated to the Coast Community College.

## **1.09 Presentations, Ceremonial Resolutions and Public Hearings**

### **1.09.01 Acceptance of Retirements**

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

#### Faculty

McGrath, Marie M., GWC, Instructor English, retirement effective 12/19/11.

#### Classified

Lubanski, Donna R., CCC, Administrative Assistant to the Vice President, retirement effective 12/31/11.

Orsini, Susanne M., GWC, Secretary Senior, retirement effective 12/31/11.

On a motion by Mr. Grant and seconded by Mr. Moreno, 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:

Tarez Henderson, Coastline Community College  
Theresa Lavarini on behalf of Dale Lendrum, Golden West College  
Joe Venegas III on behalf of 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:

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. On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to ratify and approve letters sent by President Patterson to the County of Orange Board regarding funds being withheld from Property taxes.

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

## **2.07 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 Annual Report, Coast Community College District, Classified Professional Development Program**

The Board reviewed the Annual Report on the Classified Professional Development Program. On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to accept the Annual Report on the Classified Professional Development Program.

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

### **3.00 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 16, 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. Patterson, the Board voted to add an item to the Board Log for review of accreditation drafts **Board Engagement in Accreditation: Review of Accreditation Drafts**, due in March 2012, August 2012 and November 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

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to add an item to the Board Log, **Annual Update on Student Success**, due in June of each year.

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

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to correct Item 1 to read "A brief presentation requested by Trustee Mary Hornbuckle regarding the **Credits for College Program**".

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

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted on two pending items, **ESL Courses and Disaster Preparedness**, with the Chancellor as the responsible district party, due dates to be determined by the Chancellor.

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 16, 2011 Agenda.

### **3.05 Opportunity for Review of Proposed Board Policy 2748 Purchase of Goods and Services**

This item will be moved forward to the Discussion section of the December 14, 2011 Board of Trustees' Meeting agenda.

### **3.06 Full-Time Faculty Hiring Plan**

Dr. Deborah Hirsh, Vice Chancellor of Human Resources, provided a presentation to the Board on the Full-Time Faculty Hiring Plan.

At this time, Dean Mancina, Vesna Marcina, Theresa Lavarini and Eduardo Arismendi-Pardi addressed the Board regarding the Full-Time Faculty Hiring Plan. The statements of Mr. Mancina, Dr. Arismendi-Pardi and Ms. Lavarini are on file in the Board of Trustees' Office.

### **3.07 Opportunity for the Board of Trustees to Review Proposed Revisions to BP 3600 Auxiliary Organizations**

It was moved by Mr. Grant and seconded by Mr. Moreno to approve Board Policy 3600 Auxiliary Organizations as revised.

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 - 19)**

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve 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

## **DISCUSSION CALENDAR**

### **20.00 Approval of Agreements**

#### **20.01 OCC - Approve Non-Standard Agreement between Smarthinking, Inc. and Coast Community College District**

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the non-standard agreement between Smarthinking Inc. and Coast Community College. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$111,000 for 4,400 hours of tutoring services and \$9,000 for annual fees (for 3 years) totaling \$120,000 to be paid out of Title III Grant 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

#### **20.02 Approve Second Amendment to the Lease Agreement between SoCal/KOCE-TV Foundation and Coast Community College District**

On a motion by Dr. Prinsky and Ms. Hornbuckle, the Board voted to approve the Second Amendment to the Lease Agreement between SoCal/KOCE-TV Foundation and Coast Community College District. The Board President, or designee, is authorized to sign the Amendment to Lease Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review & Impact: Monthly rent from \$6,666.67 to \$2,037.68.

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

**20.03 Approval of Agreement with the Coast Community College District Enterprise, Inc., and the Coast Community College District Foundation**

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve the Agreement with the Coast Community College District Enterprise and Coast Community College District Foundation. This Agreement has been reviewed by the Board of Directors of the Coast Community College District Enterprise Inc. and will be submitted to the Board of Directors of the Coast Community College District Foundation for approval on or before January 18, 2012. The President of the Board of Trustees, or designee, is authorized to sign the Agreement, indicating approval by the Board.

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

**20.04 Approval of Agreement between the Coast Community College District Foundation (Foundation) and the Coast Community College District (CCCD)**

On a motion by Mr. Venegas III and seconded by Dr. Prinsky, the Board authorized the Agreement between the Coast Community College District Foundation (Foundation). 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: 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

**20.05 Approval of Interim Educational Administrator Employment Agreement, Interim Director, Career Services, Orange Coast College**

On a motion by Ms. Hornbuckle and seconded by Mr. Venegas III, the Board voted to approve the amended employment agreement with Raine Hambly, OCC, Interim Director, Career Services, effective November 17, 2011 through June 30, 2012. Compensation to be \$95,156 annually, payable in equal monthly payments, based on the appropriate step placement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating 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

## **20.06 Approval of Employment Agreement for Mary Laihee, Acting Director, Accessibility Center for Education (ACE), Golden West College**

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve a new employment agreement with Mary Laihee, Acting Director, Accessibility Center for Education (ACE), Golden West College, effective November 17, 2011 through June 30, 2012. Compensation to be \$329.59 per duty day worked, based on Salary Schedule DD, Range 16, Step 7. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating 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

## **20.07 Approval of Amendments to Employment Agreements for Presidents and Vice Chancellors**

On a motion by Mr. Moreno and seconded by Mr. Venegas III, the Board voted to amend the current employment agreements for Presidents and Vice Chancellors hired subsequent to the elimination of the "L" and "LL" salary schedules to increase the compensation to a more competitive level, and to promote equity and stability in the executive-level management. It is further recommended that the monthly mileage stipend of \$290 per month be reinstated for the Presidents and Vice Chancellors to preserve equity among managers. In addition, the amended agreements reflect a change in the notification period for non-renewal, and a change in the evaluation timeline. The Chancellor also recommends that the term of each employment agreement, that does not already expire on June 30, 2013, be extended to June 30, 2013. The amendments to the agreements and the change in compensation to \$190,000/per year are to become effective on November 17, 2011.

Fiscal Impact: Approximately \$50,000 from the general fund for increase for Presidents and Vice Chancellors on multi-year agreements, for the remainder of the 2011-2012 fiscal year.

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

## **21.00 Buildings and Grounds Approvals**

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

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

Construction Phase II Bid No. 1954, conditional to the contractor executing a release. 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.

Plumbing Piping & Construction, Inc., – Category H – HVAC/Plumbing

Final Contract Closeout:

Outstanding contractor costs and negotiated time extension less  
unused allowance \$368,446.04

Contract Amount: \$3,688,000.00 (C.O. 1: 9.99% Increase)

Total Change Orders: \$368,446.04 (9.99% Increase)

Fiscal Impact: \$368,446.04 (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

**21.02 Approve Change Order No. 1; Coastline Community College Newport Beach Learning Center, Phase II Rebid; Bid No. 1994**

On a motion by Mr. Moreno and seconded by Mr. Venegas III, the Board voted to authorize Change Order No. 1; Coastline College Newport Beach Learning Center New Construction Phase II Bid No. 1994. 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.

PK Mechanical Systems Inc., Category V - Plumbing

DSA required revisions: added roof drains, area drains,  
floor drains, gas shut off valves at science labs, storm  
drain revisions including backfill detail \$114,420.00

Contract Amount: \$1,284,000.00 (C.O. 1: 8.91% Increase)

Total Change Orders: \$114,420.00 (8.91% Increase)

Fiscal Impact: \$114,420.00 (Measure C Bond Funds & Capital Outlay)  
Master Plan Approved Project  
CCC Newport Beach Learning Center

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

**21.03 Approve Addendum No 1; for UCMI, Inc. for Inspection Services; Orange Coast College Baseball Entry/Athletic Field Support Complex**

On a motion by Mr. Venegas III and seconded by Ms. Hornbuckle, the Board voted to authorize Addendum No. 1 for Inspection Services for the Orange Coast College Baseball Entry/Athletic Field Complex. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the agreement.

The scope of services to include the following:

1. Additional Fee for Inspection Services: \$28,520.00

Fiscal Impact: \$28,520.00 (OCC Foundation & Measure C Funds)  
 Master Plan Approved Project  
 OCC Baseball Entry/Athletic Field Support Complex

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

**21.04 Authorization to File Notice of Completion and Release Retention Funds**

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to authorize the Chancellor or designee to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. 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 II; Bid No. 1954

Contractor Plumbing Piping & Construction Inc  
 Category H - HVAC/Plumbing

OCC Baseball Entry/Athletic Field Support Complex Bid No. 1996

Contractor H.C. Olsen Construction Co., Inc  
 General Contractor

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

**21.05 DIS - Approve Change Order No. 1; Orange Coast College Baseball Entry/Athletic Field Support Complex, Bid No. 1996**

On a motion by Ms. Hornbuckle and seconded by Mr. Venegas III, the Board voted to authorize Change Order No. 1 to Orange Coast College Baseball Entry/Athletic Field Support Complex; Bid No. 1996 as described in the Change Order document. 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.

H.C. Olsen Construction Co., Inc. - General Contractor

Provide Ticket booth curb & safety rail per ADA requirement \$ 2,839.64

Contract Amount: \$593,999.00 (C.O. 1: 0.478% Increase)  
Total Change Orders: \$2,839.64 (0.478% Increase)

Fiscal Impact: \$2,839.64 (OCC Foundation & Measure C Bond Funds)  
 Master Plan Approved Project  
 OCC Baseball Entry/Athletic  
 OCC Field Support Complex

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

**21.06 DIS - Approve Change Order No. 1; Coastline Community College Newport Beach Learning Center, Phase II Rebid; Bid No. 1992**

On a motion by Mr. Moreno and seconded by Mr. Venegas III, the Board voted to authorize Change Order No. 1; Coastline College Newport Beach Learning Center New Construction Phase II Bid No. 1992 as described in the Change Order document. 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.

TB Penick & Sons, Inc., Category G – Structural Concrete/Reinforcing Steel

DSA required revisions: Add concrete beams at 3rd level deck;  
 increase rebar ties at columns, moment frame beams,  
 2nd & 3rd floor roof decks, and main entry stairs.

\$217,412.00

Contract Amount: \$8,987,430.00 (C.O. 1: 2.42% Increase)  
Total Change Orders: \$217,412.00 (2.42% Increase)

Anderson Charnesky Structural Steel Inc., Category I - Structural Steel/Miscellaneous Metals

DSA required revisions: Add weldable rebar at 240 LF of concrete wall; Increase tube steel column size from 3/8" to 1/2" thick; add welded wire mesh and steel angles at elevator shaft; added embeds and cap plates at various steel columns; added column base plate details.

\$73,650.00

Contract Amount: \$1,629,863.00 (C.O. 1: 4.52% Increase)  
Total Change Orders: \$73,650.00 (4.52% Increase)

Superior Wall Systems, Inc., Category M - Framing/Drywall/Lath & Plaster/Building Insulation/Doors & Hardware

DSA required revisions: Added layer of drywall; exterior plaster soffit; added cable attachment details at unistruct lighting system.

\$62,347.00

Contract Amount: \$1,047,500.00 (C.O. 1: 5.95% Increase)  
Total Change Orders: \$62,347.00 (5.95% Increase)

Link-Nilsen Corp., Category U - Fire Protection

DSA required revisions: Added fire protection standpipe isolation valves and increases standpipe; pendant sidewall and upright fire sprinkler heads and grooved elbows due to revised layout.

\$47,019.00

Contract Amount: \$485,750.00 (C.O. 1: 9.68% Increase)  
Total Change Orders: \$47,019.00 (9.68% Increase)

West-Tech Mechanical Inc., Category W - HVAC

DSA required revisions: (2) Added humidifiers, ductwork & controls; added roof top ventilator.

\$99,396.00

Contract Amount: \$2,635,000.00 (C.O. 1: 3.79% Increase)  
Total Change Orders: \$99,369.00 (3.79% Increase)

Dennison Electric Inc., Category X - Electrical

DSA required revisions: Added exterior lighting inverter; added power to all smoke fire dampers, added fire alarm connection to detector check at street.

\$47,392.00

Contract Amount: \$2,929,000.00 (C.O. 1: 1.62% Increase)  
Total Change Orders: \$47,392.00 (1.62% Increase)

Fiscal Impact: \$547,216.00 (Measure C – General Obligation Bond Funds & Capital Outlay)  
Master Plan Approved Project  
CCC Newport Beach Learning Center

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

**21.07 Authorization for Approval of Addendum No. 1 to CW Driver Construction Management Agreement; Coastline College Newport Beach Learning Resource Center**

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board authorized approval of Addendum No. 1 to the CW Driver Construction Management Agreement for the Coastline College Newport Beach Learning Center project. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign any related documents.

The following additional services are to be provided:

1) Additional 3 months of Preconstruction Services	\$50,763
2) Additional 10.5 months of Construction Services	\$773,703
3) Additional Bid Phase Services (Two bid increments)	\$31,255
4) Bid Phase Services for Rebid	\$8,475
5) Work Acceleration Management (6-10 schedule) to 1/31/2012	\$181,263
Total Value of Additional Services	\$1,045,459
Discount offered	(\$382,285)
Total Extended Services Request	\$663,174

Fiscal Impact \$663,174 (Measure C Bond Fund & Capital Outlay)  
Master Plan Approve Project  
CCC Newport Beach Learning Center

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

**21.08 Approve Addendum No 1; for UCMI, Inc. for Inspection Services; for Coastline College Newport Beach Learning Center**

On a motion by Mr. Venegas III and seconded by Dr. Prinsky, the Board voted to

authorize Addendum No. 1 for Inspection Services for the Coastline College Newport Beach Learning Center.

The scope of services to include the following:

Overtime Fee for Inspection Services (Acceleration Cost): \$183,573.00

It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the agreement.

Fiscal Impact: \$183,573.00 (Measure C Bond Funds & Capital Outlay)  
Master Plan Approved Project  
CCC Newport Beach Learning Center

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

## **22.00 General Items of Business**

### **22.01 Authorization to Approve Transfer Center/Articulation Plan 2011-12 for Coastline Community College**

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board authorized the 2011–12 Articulation and Transfer Center Plan which includes the Articulation and Transfer Center Activities and Services provided to students as required by the California Code of Regulations, to meet Title 5 Section 51027 standards.

**Fiscal 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

### **22.02 Approve Revisions to Bylaws of the Coast Community College District Enterprise, Inc.**

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board approved the revisions to the Bylaws of the Coast Community College District Enterprise, Inc.

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

**22.03 Approval of Contractors for FY 2011-2012 Pursuant to District's Standard Annual Agreement for Contractor Services**

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board approved the

following contractor for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 2011-2012. This contractor has completed or will complete the District's Standard Annual Agreement for Contractor Services prior to the performance of services. Prior to authorizing these services, the District will obtain competitive pricing quotes from the contractor. If selected to perform the quoted services, the contractor will send an invoice to the District based upon the agreed-upon price. The Board President, or designee be authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees.

Pivot Interiors Inc.  
2740 Zanker Road Suite 100  
San Jose Ca 95134

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

**22.04 Ratification of Tentative Agreements and Ratification of a Two-Year Successor Collective Bargaining Agreement, for 2010-2012, between the Coast Federation of Classified Employees (CFCE) and the Coast Community College District**

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to authorize the Vice Chancellor of Human Resources to compile and complete the Successor Agreement, including revisions to the Table of Contents and Index, and a review of all side letters and appendices to ensure continued applicability prior to inclusion in the Successor Agreement.

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

**23.00 Resolutions**

**23.01 Resolution #11-44 in Support of Senate Constitutional Amendment (SCA) 5**

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve Resolution #11-44 in support of Senate Constitutional Amendment (SCA) 5.

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 Approval of Minutes**

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to approve the Minutes of the Regular Meeting of November 2, 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

#### **25.00 Close of Meeting**

##### **25.01 Public Comment (Items not on Agenda)**

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

#### **Recess to Closed Session**

The Board recessed to Closed Session at 9:52 p.m.

#### **Reconvene to Open Session**

The Board reconvened to Open Session at 11:15 p.m.

#### **Report of Action From Closed Session**

Dr. Christian Teeter reported for **Item 1.04.02 Public Employment**, on a motion by Dr. Prinsky and seconded by Mr. Grant, the Board voted unanimously to appoint Ms. Donna Waldfogel as the District Responsible Officer in the absence of Dr. Deborah Hirsh, Vice Chancellor of Human Resources.

Motion carried with the following vote:

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

Additionally, it was reported by Dr. Teeter for Item **1.04.05 Conference with Legal Counsel: Existing Litigation**, on a motion by Ms. Hornbuckle and seconded by Mr. Grant, the Board voted unanimously to approve the Settlement Agreement with FM & Sons Inc.

Motion carried with the following vote:

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

## 25.02 Adjournment

There being no further business, on a motion by Mr. Patterson and seconded by Mr. Moreno, the Board voted to adjourn the meeting at 11:17 p.m.

Motion carried with the following vote:

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

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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.....	22-28

## 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

#### WORKFORCE INVESTMENT ACT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Atkins, Courtney	11/17/11	12/16/11	EXH	\$29.46

#### TRANSPORTATION SECURITY ADMINISTRATION ASSOCIATES PROGRAM

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Sampson, Kevin	11/17/11	06/30/12	EXH	\$29.46

The following CCC Full Time and Part Time Instructors to provide instructional opportunities for Navy Onshore Contract Education during **Spring** semester.

#### Full Time Instructors

Feldon, Fred  
 Gutierrez, Pedro  
 Johnson, Daniel  
 Jones, Nancy  
 Lee, Lisa  
 Lockwood, Frederick  
 Marcus, Ted  
 Secord, Debra  
 Shelley, Karen  
 Taylor, Margaret  
 Warner, Michael  
 Warwick, Randall  
 Wild, Michelle

#### Part Time Instructors

Amitoelau, Sylvia  
 Aprile, Judy  
 Aubry, Michael  
 Bailly, Jennifer  
 Baitoo, Hilda  
 Barnes, Ralph  
 Basford, Sean  
 Behr, George  
 Boehler, Connie  
 Brock, Marilyn  
 Candelaria, Patricia  
 Carlucci, Michael  
 Caterina, Amy  
 Chow, Brian  
 Cooper, David  
 Cratty, William  
 Curtis, Michael  
 DeVoe, Todd  
 DeWitt, Stanley  
 Diaz-Brown, William  
 Doyle, John

Duzey, Janice  
 Eber, Lorie  
 Everett, Michael  
 Fitzgeorge, Brenda  
 Forbes, Junko  
 Foreman, Jill  
 Freeman, William  
 Go, Marianne  
 Godfrey, Donald  
 Hart, John  
 Henry, Charles  
 Hogan, Mikel  
 Irvin, Teresa  
 Isbell, Donald  
 Jereb, Claudia  
 Kabaji, Noha  
 Khan, Mahbubur  
 Kurz, Sally  
 Letterman, Bryce  
 Long, Barbara  
 Lopez, Ellen  
 Mann, Claire  
 Masters, Melinda  
 McLucas, Karen  
 McManus, Paul  
 Menzing, Todd  
 Messina, John  
 Monn, Linda  
 Nichols, Kristen  
 Ondracek, Theodore  
 Ostrowaski, Kenneth  
 Pasino, James  
 Quast, Gerald  
 Richter, Otto  
 Rogoff, Meri  
 Ruppert, Kelly  
 Sampson, Kevin  
 Schindelgeck, Judy  
 Talmage, Dorrie  
 Terry, Ladd  
 Wahba, Remon  
 Walker, Heather  
 Waller, Ellis  
 Wegter, Rachel  
 Whitson, Stephen  
 Windsor, Adrian  
 Worden, Mark  
 Wrobel, Alfred  
 Yee, Lauren

GOLDEN WEST COLLEGE

ASSISTANT DIRECTOR OF NURSING

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Miyadi, Barbara	08/27/11*	12/16/11	EXM	\$43.55	\$605.58

\*Justification: Election for Asst Director not completed until mid semester

ORANGE COAST COLLEGE

PIANO ACCOMPANIST FOR "OLD FASHIONED CHRISTMAS MELODRAMA"

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Hansen, Beth	12/01/11	12/11/11	EXH	\$29.46	\$1499.81

**FULL TIME LIBRARIAN OVERLOAD NON-DUTY DAYS**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Della Marna, Jodi	02/01/12	02/25/12	LOV	\$97.88	\$1615.02
Morgan, Carleton	02/01/12	02/25/12	LOV	\$97.88	\$3230.04
Oviatt, Vinta	02/01/12	02/25/12	LOV	\$97.88	\$2691.70

**2. Substitute Faculty**Part time Faculty Substitutes

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 for services rendered the 2011-12 academic year.

Golden West College

Brady, Kenneth

Orange Coast College

Chan, Robert

Nguyen, Huy

Raskin, Debra

Taba, Khalil

**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>
Atkins, Courtney	1.000

Golden West College

<u>Name</u>	<u>LHE</u>
Orrill, Deborah	3.000

Orange Coast College

<u>Name</u>	<u>LHE</u>
Jennings, Ian	0.914
Treglia, Jessica	8.000

**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.

New Hire

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Term</u>	<u>Plcmt</u>
Laihee, Mary	GWC	Acting Director of Accessibility Center for Education	11/17/11 to 06/30/12	D-16-07

Promotions and Transfer

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Term</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Hambly, Raine	OCC	Interim Dir, Career Services	11/17/11 to 06/30/12	D-26-04	1-O-12

Reappointments:

After review by the Vice Chancellor for Human Resources, it is recommended by the Chancellor that the following Educational Administrators be appointed for the terms indicated below:

<b>Name</b>	<b>College</b>	<b>Position</b>	<b>Start Date</b>	<b>End Date</b>
Ames, Steven M.	GWC	Coordinator, Criminal Justice Training Center	July 1, 2012	June 30, 2014
Asim, Paul M.	OCC	Dean	July 1, 2012	June 30, 2014
Bachmann, Robin R.	GWC	Assoc Dean/Director Student Health Center	July 1, 2012	June 30, 2014
Baird, David L.	GWC	Dean	July 1, 2012	June 30, 2014
Ballinger, Kevin T.	OCC	Dean	July 1, 2012	June 30, 2014
Benoit, Douglas R.	OCC	Dean	July 1, 2012	June 30, 2014
Boehler, Ted A.	CCC	Dean	July 1, 2012	June 30, 2014
Clark, Kristin L.	OCC	Vice President, Student Services	July 1, 2012	June 30, 2014
Groot, Joycelyn M.	CCC	Dean Military, Corporate & Community Programs	July 1, 2012	June 30, 2013
Lowenberg, Ronald E.	GWC	Dean	July 1, 2012	June 30, 2014
Mandelkern, Michael A.	OCC	Dean	July 1, 2012	June 30, 2014
Tamanaha, Stephen Y.	OCC	Director	July 1, 2012	June 30, 2014
Wilkerson, Lois	CCC	Administrative Dir, Workforce Economic Development	July 1, 2012	June 30, 2013
Worden, Sylvia L.	OCC	Assoc Dean/Director Student Health Center	July 1, 2012	June 30, 2014

**6. Classified Management**

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

New Hire

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Skille, Steven	GWC	Director of Financial Aid	12/05/11	G-24-03	G-005-12

**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, rehires and transfers:

Promotions and Transfers

<u>Name</u>	<u>LOC</u>	<u>Title and Placement</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Hill, Nancy	DIST	Exec Asst to the VC, HR Confidential	11/17/11	J-58-05	D-006-12
Kahlen, Denise	OCC	Accounting Assistant III	11/14/11*	E-46-03	O-009-12
Phan, Nikki	GWC	Division/Area Office Coordinator	11/17/11	E-49-01	G-007-12

\*Justification: Hiring process not completed before deadline to make earlier Board Agenda

Administrative Transfer

<u>Name</u>	<u>LOC</u>	<u>Title and Placement</u>	<u>Start Dt</u>	<u>Plcmt</u>
Aguirre, Isaiah	CCC	Adm & Records Tech 1	11/17/11	E-42-05
Ramon, Diana	CCC	Bookstore Operations Asst E-45	11/17/11	E-49-05*

\*Additional assignment to justify higher level salary placement

**8. Reclassification and Reorganization/Reassignment**

It is recommended that authorization be given for the following changes for Classified Staff:

Reorganization/ReassignmentsClassified Management

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Maciel, Anthony	GWC	Dir, Tech Support Services G-28-07	Sr Dir, College Information Technology G-30-07	11/17/11
Marchbank, Earnest	DIST	Asst Dir, District Facilities G-24-07	Sr Dir, Facilities, Planning and Construction G-30-05	11/17/11

Classified

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Brown, Patricia	GWC	Secretary, Senior E-45-05	Textbk Acquisitions Clerk E-45-05	11/17/11

**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>
Patterson, Richard	DIST	Dir Appl Dev Info Sys	Special Assignment	11/17/11	02/29/12	G-28-11
Swingle, Dejah	DIST	CTE Cmty Coll Grant Coord	Educ & Grant Serv Coord	11/17/11	02/29/12	E-65-04

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>
Clark Wendy	CCC	Mil Cont Ed Tech Inter	Special Assignment	Extend from 11/30/11 to 01/31/12	E-45-04
Guray, Minerva	CCC	Mil Cont Ed Tech	Mil Cont Ed Tech III	Extend from 11/30/11 to 02/28/12	E-48-05
Le, Jenny	CCC	Mil Cont Ed Tech Intermediate	Special Assignment	Extend from 11/30/11 to 02/29/12	E-45-05
Rogers, Stephani	CCC	Mil Cont Ed Tech III	Public Info Specialist	Extend from 11/30/11 to 01/31/12	E-52-05
Rose, Lynn	CCC	Mil Cont Ed Tech	Special Assignment	Extend from 11/30/11 to 02/28/12	E-44-05
Stewart, Kerry	CCC	Cont Ed App Prg Anlyst Assst	Special Assignment	Extend from 11/30/11 to 02/29/12	E-54-05

Revision to Revise Start and End Date

<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	Mil Cont Ed Tech	Mil Cont Ed Staff Aide	11/03/11	02/02/12	E-48-05

\*revise dates from 12/01/11-02/29/12

**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>
Medina, Irma*	OCC	10/01/11	06/30/12	812025-240021	M,T,W,TH,F
Putzel, Elissa	GWC	EXTEND	04/27/12	110001-349101	M,T,W,TH,F

\*Justification: Late submission of paperwork to campus Personnel Department

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>
Chiem, Duong	GWC	11/17/11	06/30/12	110001-347101	M,T,W,TH,F
Kintz, Daniel	OCC	11/17/11	06/30/12	812035-210402	M,T,W,TH,F
Walker, Stacy*	GWC	11/03/11	06/30/12	110001-324104	M,T,W

\*Justification: Late submission of paperwork to campus Personnel Department.

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>
Khodar, Feras	OCC	11/17/11	06/30/12	812020-205402	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

Tran, Trang

Wooden, 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.

#### Coastline College

Pham, Hung

#### Golden West College

Ale Jr., Carlos

Huber III, Dale

Huyen, Bao

Marin, Nancy

McCarthy, Megan

Pierre, Michael

Teague, Charles

Tran, Dominique

#### Orange Coast College

King, Alexiss

Le, Huong

Ramos, Cindy