

Regular Meeting

Board of Trustees

Coast Community College District

District Board Room

4:00 p.m. Closed Session, 6:00 p.m. Open Session

Wednesday, September 18, 2013

MINUTES*

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on September 18, 2013 in the Board Room at the District Office.

1.00 Preliminary Matters

1.01 Call to Order

Board President Prinsky called the meeting to order at 4:33 p.m.

1.02 Roll Call

Trustees Present: Prinsky, Hornbuckle, Patterson, Moreno and Grant
Trustees Absent: Student Trustee Kelly joined the meeting at 6:00 p.m.

1.03 Public Comment (Closed Session - Items on Agenda)

There were no requests to address the Board regarding items on the Closed Session agenda.

1.04 Recess to Closed Session

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

The Board recessed to Closed Session at 4.35 p.m. to discuss the following:

a. 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
6. Classified Management
Manager, Help Desk and User Support
7. Classified Staff
Campus Security Officer
Typist Clerk Intermediate
Admissions and Records Technician II
Athletic Aide
Secretary Senior
Staff Assistant
Skilled Maintenance
8. Reclassification and Reorganization Reassignment
9. Classified Temporary Assignments
Staff Assistant Sr.
Executive Assistant to the President
10. Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional/Hourly Personnel
14. Student Workers

b. Conference with Labor Negotiator

(Pursuant to *Government Code* Section 54957.6)

District Negotiator: Dr. Deborah Hirsh, Vice Chancellor of Human Resources

Employee Groups:

Educational Administrators,
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)

c. Public Employee Discipline/Dismissal/Release

(Pursuant to *Government Code* Section 54957)

d. Conference with Legal Counsel: Existing Litigation

(Pursuant to sub-section "d-1" 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
- Coast Federation of Classified Employees vs. Coast Community College District Public Employment Relations Board Case No. LA-CE-5682E
- Vector Resources, Inc. vs. Coast Community College District, Orange County Superior Court Case No. 30-2012-00600648
- URS Corporation vs. Coast Community College District, Arbitration
- Malinni Roeun vs. Coast Community College District, EEOC Charge No. 480-2013-00219
- American Fire & Casualty Co. vs. Coast Community College District, Orange County Superior Court Case No. 30-2013-00625449
- Rikki Selby vs. Coast Community College District, Orange County Superior Court Case No. 30-2013-00630181
- City of Huntington Beach et al. vs. California Director of Finance et al., Sacramento County Superior Court Case No. 34-2013-8000-1441
- Vidella Waller vs. Coast Community College District et al., Los Angeles County Superior Court Case No. BC504096
- Sandra Basabe vs. Coast Community College District et al., DFEH Case No. 85955-39167
- Landmark Site Contractors vs. Coast Community College District, Orange County Superior Court Case No. 30-2013-00638489
- Homa Akhondzadeh-Myandoab vs. Coast Community College District et al., Orange County Superior Court Case No. 30-2013-00644987
- Coast Federation of Educators vs. Coast Community College District, Public Employment Relations Board Case No. LA-CE-5808-E
- Barbara A. Price vs. California Teachers Association et al., Orange County Superior Court Case No. 30-2013-00646740
- City of Fountain Valley et al. vs. Matosantos et al., Sacramento County Superior Court Case No. 34-2013-80001564
- Coast Federation of Classified Employees vs. Coast Community College District, Public Relations Board Case No. LA-CE-5840-E
- Coast Community College District vs. John Merzweiler, Orange County Superior Court Case No. 30-2013-00674136

e. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. Three cases including the following:

- Construction Delays at Golden West College
- Dispute with Puente Hills Habitat Preservation Authority
- Threatened Litigation by Stephen Whitson

f. Conference with Legal Counsel: Anticipated Litigation

Potential initiation of litigation pursuant to sub-section "d-4" of *Government Code* Section 54956.9. Two cases.

1.05 Reconvene Regular Meeting

Board President Prinsky reconvened the meeting at 6:12 p.m.

1.06 Pledge of Allegiance

Trustee Grant led the Pledge of Allegiance.

1.07 Report of Action in Closed Session (if any)

Ms. Frazier-Mathews, Secretary of the Board of Trustees, reported that for **Item 1.04 a. Public Employment**, on a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted unanimously to approve all personnel items as amended. (See Appendix pages 14-21).

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno and Grant
Noes: None
Absent: Student Trustee Kelly
Abstain: None

Additionally, for **Item 1.04 b. Conference with Labor Negotiator, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)**, on a motion by Trustee Grant, seconded by Trustee Hornbuckle, the Board voted unanimously to approve three Memorandums of Understanding: (1) a Memorandum of Understanding between Coast Community College District and Coast Federation of Educators/American Federation of Teachers (CFE/AFT) Local 1911, Coastline Community College Paralegal Faculty Coordinator/Program Director, Program Responsibilities, (2) a Memorandum of Understanding Accreditation Response Faculty Editor and (3) a Memorandum of Understanding Banked Overload.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno and Grant
Noes: None
Absent: Student Trustee Kelly
Abstain: None

1.08 Public Comment (Items on Open Session Agenda)

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

2.00 Informative Reports

2.01 Reports from 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.

2.02 DIS - Report on District-wide Facility Rental Fees

Vice Chancellor of Finance and Administrative Services, Mr. W. Andrew Dunn, gave an overview of District-wide Facility Rental Fees and answered Trustees' questions.

2.03 DIS - Report on Diversity in Hiring

The Board reviewed the Diversity in Hiring report. It was requested that the report include a Diversity Action Plan. This report will come back to the Personnel Committee on January 28, 2014 and then for full Board review in March 2014.

2.04 DIS - Report on International Education Programs

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban, requested that this item be deferred to the next Board Meeting. On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to continue the report on International Education Programs to the October 2, 2013 Board Meeting.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

3.00 Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

The Board reviewed the scheduled Board Meeting dates for 2013 and tentative Board Meeting dates for 2014, as presented in the September 18, 2013 Agenda. The Board discussed holding an additional meeting prior to year-end for policy review only.

3.02 Meetings and Conferences of the 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 ACCT, CCLC and CCCT.

3.03 Board Directives Log

The Board reviewed and discussed the Board Directives Log.

On a motion by Trustee Hornbuckle, seconded by Student Trustee Kelly, the Board voted to make the following changes to the Board Directives Log:

Item #1 on District-Wide Smoking Policy: a due date of November 2013 was added.
Item #2 on Employee Bond Program: the due date was revised to October 2, 2013.
Item #3 on Measure C and Measure M: a due date of October 2, 2013 was added.
Item #4 on MOOCs: the due date was revised to a Study Session in 2014.
Item #9 on Facility Rental Fees: the due date was updated to September 2014.

Item #10 on International Education Programs: the due date was revised to October 2, 2013.

Item #14 on Diversity: the due date was updated to March 2014.

It was also requested that the items due annually be listed separately.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

CONSENT CALENDAR (Items 4.01-19.01)

At the request of Staff, **Item 11.03 OCC - Approval of Non-Standard Memorandum of Understanding between Orange County Health Care Agency and the Coast Community College District for Mental Health Services on the OCC Campus for Student Veterans** was pulled.

Additional, **Item 16.02 DIS - Independent Contractors: RPM Consultant Group** was pulled.

Trustee Hornbuckle revised the dates of her attendance at the CCLC Annual Convention in **Item 4.02 DIS - Authorization for Attendance at Meetings and/or Conferences** to November 21 - 25, 2013.

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the balance of the Consent Calendar, with **Item 4.02 DIS - Authorization for Attendance at Meetings and/or Conferences** reflecting a change in the dates of Trustee Hornbuckle's attendance.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, after further information provided by Mr. Thompson of RPM Consulting Group and Vice Chancellor Dunn, the Board voted to approve **Item 16.02 DIS - Independent Contractors (RPM Consultant Group)**.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

DISCUSSION CALENDAR**20.00 Buildings and Grounds Approvals****20.01 OCC - Bid Tabulations and Award of Contract: Orange Coast College Interdisciplinary (IDC) Complex Project; Bid No. 2020 Bid Phase III**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to award to the lowest responsible bidder in Bid Package 5, 6, 9, 10, 11, 12, and 13 for the Orange Coast College Interdisciplinary Complex Project, Bid 2020. Furthermore the President of the Board of Trustees, or designee, was authorized to sign related documents, indicating approval by the Board of Trustees.

Bid Package 5 – Site Concrete & Asphalt Bid Amount

Rocky Coast Builders, Inc., 135 So. Market Place, Escondido, CA 92029	\$1,043,430
T.B. Penick & Sons, Inc., San Diego, CA 92128	\$1,382,300
Bogh Engineering Inc., Beaumont, CA 92223	NO BID
Terra Pave, Inc., Whittier, CA 90606	NO BID
Inland Building Construction Co., San Bernardino, CA 92408	NO BID

Bid Package 6 – Landscape & Irrigation Bid Amount

Park West Landscape, Inc., 1215 Graphite Drive, Corona, CA 92881	\$657,990
CS Legacy Construction, Inc., Chino, CA 91710	NO BID

Bid Package 9 – Roofing, Waterproofing, Sheet Metal & Flashing Bid Amount

Danny Letner Inc. dba/Letner Roofing Co., 1490 N. Glassell St., Orange CA 92867	\$1,075,444
Commercial & Industrial Roofing Co., Inc.; Spring Valley, CA 91977	\$1,533,615
Eberhard Van Nuys, CA 91404	NO BID
Stone Roofing Co. Inc., Azusa, CA 91702	NO BID
Best Contracting Services, Inc. Gardena, CA 90248	NO BID
Chapman Coast Roof Co. Inc., Fullerton, CA 92834	NO BID
Kemp Brothers Construction Services, Inc., Santa Fe Springs, CA 90607	NO BID
Sanders Construction Services, Inc., Lake Forest, CA 92630	NO BID
Sylvester Roofing Co., Inc., Escondido, CA 92026	NO BID

Bid Package 10 – Doors, Frames, hardware & Installation Bid Amount

Montgomery Hardware Co., 8777 Lanyard Court, Rancho Cucamonga, CA 91730	\$323,710
Vorwaller & Brooks, Inc., Indio, CA 92203	\$347,702
Inland Building Construction Co., San Bernardino, CA 92408	\$353,600
Johnson, Finch, & McClure Construction, Inc., Lakeside, CA 92040	\$367,318
ISEC, Inc., Cypress, CA 90630	NO BID
Kemp Brothers Construction Services, Inc., Santa Fe Springs, CA 90607	NO BID

Bid Package 11 – Glass, Aluminum & Skylights, Metal Panels Bid Amount

Tower Glass Inc., 9570 Pathway Street Suite A Santee, CA 92071	\$5,047,000
Woodbridge Glass, Inc., Tustin, CA 92780	\$5,245,000

Bid Package 12 – Drywall, Metal Studs & Insulation/Lath & Plaster Bid Amount

Johnson, Finch, & McClure Construction, Inc., 9749 Cactus Street, Lakeside, CA 92040	\$2,302,670
Caston Inc., San Bernardino, CA 92408	\$2,658,585
Best Interiors, Inc., Anaheim, CA 92806	\$2,867,600
Standard Drywall, Inc., Corona, CA 92880	\$3,090,000
Brady Company/Los Angeles, Inc., Anaheim, CA 92815	\$3,742,400
Berger Brothers, Inc., Azusa, CA 91702	\$3,797,154
Sanders Construction Services, Inc., Lake Forest, CA 92630	NO BID
Sierra Lathing Company, Rialto, CA 92376	NO BID
Kemp Brothers Construction Services, Inc., Santa Fe Springs, CA 90607	NO BID

Bid Package 13 – Acoustical Ceiling & wall Panels Bid Amount

Preferred Ceilings, Inc., 475 Capricorn Street Brea, CA 92821	\$1,446,000
Ellijay Acoustics, Inc., Placentia, CA 92870	\$1,643,470
Johnson, Finch, & McClure Construction, Inc., Lakeside, CA 92040	NO BID

Fiscal Impact: \$11,896,244 (Measure M – General Obligation Bond Funds)
Master Plan Approved Project
OCC Interdisciplinary (IDC) Complex

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

20.02 OCC - Bid Tabulations and Award of Contract: Orange Coast College Interdisciplinary (IDC) Complex Project; Bid No. 2020, Revision to Bid Package #19

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to rescind its prior award to Southland Industries and award to the lowest responsive and responsible bidder, Coutts Heating and Cooling Inc, with the President of the Board of Trustees, or designee, authorized to sign related documents, indicating approval by the Board of Trustees. Additionally, the Board voted that the percentage of local hires and veterans be included in all future Measure M projects.

Bid Package 19 – Plumbing, HVAC & Controls Bid Amount

Coutts Heating and Cooling, Inc., 1693 Rimpau Avenue, Corona, CA 92881	\$4,979,000
Pan Pacific, Irvine, CA 92614	\$5,334,500
University Mechanical, Anaheim, CA 92806	\$5,589,300
Circulating Air, North Hollywood, CA 91605	\$5,770,000
ACCO Engineered Systems, Costa Mesa, CA 92626	\$5,773,694
Southland Industries, Garden Grove, CA 92841	\$6,500,176
Pac Rim, Santa Ana, CA 92705	NO BID

Fiscal Impact: \$4,979,000 (Measure M – General Obligation Bond Funds)
Master Plan Approved Project
OCC Interdisciplinary (IDC) Complex

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

21.00 General Items of Business

21.01 DIS - Approval of Contractors for FY 2013-2014 Pursuant to District's Standard Annual Agreement for Contractor Services

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve the following contractors for the performance of a variety of contractor services throughout the District. These contractors have 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(s). 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, was authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees.

Automated Laundry Systems
428 N. Moss
Burbank, CA 91502

MB Herzog Electric Inc.
15709 Illinois Avenue
Paramount, CA 90723

El Camino Asphalt Paving Corp.
784 N Lemon Street
Orange, CA 92867

Associated Soils Engineering Inc.
2860 Walnut Avenue
Signal Hill, CA 90755

Nuno Enterprises dba California Communication
638 N. Hazel Avenue
Rosemead, CA 91770

Bligh Pacific
11043 Forest Place
Santa Fe Springs, CA

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

21.02 DIS - Board of Trustees' Review and Possible Board Action on Board Policy 2905 General Counsel

Trustee Moreno made a motion, that was seconded by Trustee Patterson, to accept Board Policy 2905 with no revisions. After discussion, Trustee Hornbuckle made a substitute motion, seconded by Trustee Prinsky, that an ad hoc committee be formed, consisting of Board President Prinsky, Trustee Grant, the Chancellor and General Counsel, to review Board Policy 2905 and discuss reducing costs of General Counsel, and then to bring suggested modifications to the policy and the practice of General Counsel back to the full Board.

The Board discussed whether to substitute this motion. After further discussion, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to substitute the second motion.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Grant and Kelly
Noes: Trustees Patterson and Moreno
Absent: None
Abstain: None

After further discussion, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the implementation of an ad hoc committee consisting of Board President Prinsky and Trustee Grant, to meet with Chancellor Jones (serving as staff) and General Counsel, with the objective of moving forward to reduce costs and review Board Policy 2905.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

22.00 Non-Standard Agreements Over \$50,000

22.01 DIS - Authorization to Enter into a Non-Standard Agreement between Scientia Ltd and the Coast Community College District for Acquisition and Implementation of a Resources Optimization and Scheduling Software

22.02 DIS - Authorization to Enter into a Non-Standard Referral Agreement between Scientia Limited and the Coast Community College District

On a motion by Trustee Patterson, seconded by Trustee Grant, the Board voted to pull items 22.01 and 22.02 from the agenda at the request of the Chancellor.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

23.00 Resolutions

23.01 DIS - Adoption of Resolution #13-26 To Allow the County Superintendent of Schools to Make Budget Transfers, as Needed, at the Close of Coast Community College District's Fiscal Year 2012-2013 and During Fiscal Year 2013-2014

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adopt Resolution #13-26 to allow the County Superintendent of Schools to make budget transfers, as needed, at the close of Coast Community College District's Fiscal Year 2012-2013 and during Fiscal Year 2013-2014, with a revision in the second paragraph to read "Now, Therefore Be It Resolved and Declared That the Board of Trustees of the Coast Community College District may request that the County Superintendent of Schools make budget transfers, as needed, at the close of Coast Community College District's Fiscal Year 2012-2013 and during Fiscal Year 2013-2014".

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Moreno, Patterson, Grant and Kelly
Noes: None
Absent: None
Abstain: None

24.01 Approval of Minutes

24.01 DIS - Approval of Minutes

On a motion by Trustee Hornbuckle, seconded by Student Trustee Kelly, the Board voted to approve the minutes of the Special Meeting of August 21, 2013 and the Regular Meeting of August 21, 2013.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

25.01 Ratification of Administrative Procedure 7856, Classified Recruitment and Selection Procedure

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to ratify the Administrative Procedure 7856, Classified Recruitment and Selection Procedure.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

25.02 Ratification of Administrative Procedure 7859, Confidential Recruitment and Selection Procedures

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to ratify Administrative Procedure 7859, Confidential Recruitment and Selection Procedures.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: None

26.00 Close of Meeting

26.01 Public Comment (Items Not on Agenda)

Ms. Katherine Reedy, Executive Director of the Coast Federation of Classified Employees, addressed the Board regarding the Chancellor's proposed elimination of votes at the District Governance Council.

26.02 Adjournment

There being no further business, on a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adjourn the meeting at 8:17 p.m. in memory of the Navy Yard Victims and the two children from Texas who were murdered by their mother in Santa Ana.

Motion carried with the following vote:

Ayes: Trustees Prinsky, Hornbuckle, Patterson, Moreno, Grant and Kelly
Noes: None
Absent: None
Abstain: 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

Pages

A. Public Employment.....14-21

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, MTH = 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**ABI STAFF MEETINGS**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Crowley, Erin	08/26/13	12/20/13	EXH	\$29.466

Late Justification: Assignment was submitted late by the department

ACADEMIC SENATE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Palmer, Catherine	08/26/13	12/15/13	ACS	\$29.46
Sakovich, Lauren	08/26/13	12/15/13	ACS	\$29.46

Late Justification: Replacements for instructors who are no longer serving as members

CURRICULUM COMMITTEE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Boehler, Connie	08/26/13	12/15/13	EXH	\$29.46
Chapman, Cheryl	08/26/13	12/15/13	EXH	\$29.46
Fry, Marilyn	08/26/13	12/15/13	EXH	\$29.46
Kabaji, Noha	08/26/13	12/15/13	EXH	\$29.46
Lovig, Margaret	08/26/13	12/15/13	EXH	\$29.46
Oelstrom, Jeanne	08/26/13	12/15/13	EXH	\$29.46
Ryan, Mutsuno	08/26/13	12/15/13	EXH	\$29.46
Shiring, Richard	08/26/13	12/15/13	EXH	\$29.46
Torrini, Lynn	08/26/13	12/15/13	EXH	\$29.46
Tran, Chau	08/26/13	12/15/13	EXH	\$29.46
Watson, Katherine	08/26/13	12/15/13	EXH	\$29.46

Late Justification: Paperwork submitted late by the department

DISTRIBUTION OF STUDENT LEARNING OUTCOMES

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Terry, Brenda	08/26/13	12/15/13	EXH	\$29.46

Late Justification: Paperwork submitted late by the department

ELECTRONICS TRAINING FOR MILITARY

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Morgan, James	09/19/13	12/31/13	EXH	\$29.46

The following CCC Part Time Instructors to provide instructional opportunities for Navy Onshore and NCPACE for Military Contract Education during Fall Semester 2013.

Carrillo, Alexander
Chapman, Cheryl
Taylor, Krista

The following CCC Part Time Instructor to provide instructional opportunities for Navy Onshore and NCPACE for Military Contract Education during Summer 2013.

Rosen, Lugene
Late Justification: Department overlooked assignment

District**INTERNATIONAL STUDENT PROGRAM**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Satow, Jingfang	10/01/13	12/31/13	EXH	\$29.46

Golden West College**READER/EVALUATOR ASSESSMENT**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Alvarez, Veronica	09/19/13	12/15/13	EXH	\$29.46
Armendaris, Francesca	09/19/13	12/15/13	EXH	\$29.46
Pascoe, Kimberly	08/01/13*	12/15/13	EXM	\$43.55
Pham, Khanhvan	08/01/13**	12/15/13	EXH	\$29.46

*Late Justification: New discipline added

**Late Justification: Assignment missed during summer processing

INSTRUCTIONAL UNIT ASSISTANTS - COUNSELING

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Hinton, Karen	08/26/13	12/15/13	IUM	\$1514.00
York, Linda	08/26/13	12/15/13	IUM	\$1514.00

Late Justification: Missed earlier Board

READER/EVALUATOR ASSESSMENT CENTER

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Armendaris, Francesca	08/01/13	08/23/13	EXH	\$29.46

Late Justification: Alternate Reader not available

NURSING INSTRUCTOR ORIENTATION

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Broyles, Zhenghong	08/13/13	08/23/13	EXM	\$43.55
Ching, Bertynn	08/19/13	08/23/13	EXM	\$43.55
Sienkiewicz, Laurie	08/19/13	08/22/13	EXH	\$29.46

Late Justification: Orientation required for new facility

HOURLY COUNSELING – ACE STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Gustafson, Michelle	08/26/13	12/13/13	UNT	\$57.44

Late Justification: To meet departmental needs

Orange Coast College**ATHLETIC ALUMNI OUTREACH PROGRAM**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Thornton, Michael	08/26/13	12/16/13	EXH	\$29.46

Late Justification: Late paperwork from department

OCC SAILING CENTER ERGONOMIC & STRENGTH LAB

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Casey, Steven	08/26/13	12/15/13	EXH	\$29.46
Prioleau, Paul	08/26/13	12/15/13	EXH	\$29.46

Late Justification: Confusion in the department regarding assignment

DEVELOPMENT AND REVISION OF COURSE SLO'S

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Bemier, Mark	08/13/13	08/14/13	EXH	\$29.46
Dzida, Andrew	08/13/13	08/14/13	EXH	\$29.46
Law, Jerry	08/13/13	08/14/13	EXH	\$29.46
Majors, Daniel	08/13/13	08/14/13	EXH	\$29.46
Markle, Gwynn	08/13/13	08/14/13	EXH	\$29.46
Otwell, Charles	08/13/13	08/14/13	EXH	\$29.46
Simpkin, Philip	08/13/13	08/14/13	EXH	\$29.46
Stern, Frank	08/13/13	08/14/13	EXH	\$29.46
Townsend, Toby	08/13/13	08/14/13	EXH	\$29.46
Vulich, Richard	08/13/13	08/14/13	EXH	\$29.46

Late Justification: Documents prepared after workshop

ASSESSMENT OF DISABLED STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Martinez, Rachel	09/19/13	09/30/13	EXH	\$29.46

PHOTO GALLERY EXHIBITIONS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Fletcher, Jonathan	09/19/13	12/18/13	EXH	\$29.46

DANCE AUDITION WORKSHOP

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Areta, Daphne	09/20/13	09/21/13	EXH	\$29.46
Baltes, Christine	09/20/13	09/21/13	EXH	\$29.46
Ellison, Monti	09/20/13	09/21/13	EXH	\$29.46
Fritzler, Amythyst	09/20/13	09/21/13	EXH	\$29.46
Hurtado, Arleen	09/20/13	09/21/13	EXH	\$29.46
Kahn, Kathy	09/20/13	09/21/13	EXH	\$29.46
Menaker, Shana	09/20/13	09/21/13	EXH	\$29.46
Nemeth, Angelika	09/20/13	09/21/13	EXH	\$29.46
Parra, Jennifer	09/20/13	09/21/13	EXH	\$29.46
Place, Donna	09/20/13	09/21/13	EXH	\$29.46
Stewart, Sue	09/20/13	09/21/13	EXH	\$29.46

COUNSELOR OVERLOADS

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 **08/26/13 to 12/15/13** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

CCC

<u>Name</u>	<u>Wkly/Hrs</u>
Garcia, Eric	3.400

GWC

<u>Name</u>	<u>Wkly/Hrs</u>
Nguyen, Jimmy	1.000

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 **08/26/13 to 12/15/13** 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:

GWC

<u>Name</u>	<u>LHE</u>
Carter, Warren	2.250
Dickerson, Karen	3.000
Hils-Williams, Jacqueline	2.080
Miyadi, Barbara	2.080
Russell, Michael	5.140

OCC

<u>Name</u>	<u>LHE</u>
Alabi, Jessica	4.500
Castano, Robert	2.500
Shine, Brenda	3.000

2. Substitute FacultyFull time Faculty Substitutes

It is recommended that the following individuals perform substitute assignments, and subject to Board policies governing such appointments, to be compensated at the overload rate.

Orange Coast College

Frechen, Richard
Shannon, Kevin

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 2013-14 academic year.

Coastline College

Nguyen, Linda
Ryan, Mutsuno

Golden West College

Plaster, Nikki
Valinluck, Michael

Orange Coast College

Hoffman, Jack
Yi, Paul Woo

3. Full time Faculty

In accordance with Board policies and procedures, the following academic 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. Salary placement may be revised upon presentation of evidence of additional education and/or experience:

Faculty

Revise Placement due to Evidence of Additional Education

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Plcmt</u>
Vu, Vivien *from Q-II-07	GWC	Counselor	10/01/13	Q-III-07*

4. Part time Faculty

FALL

Assignments during the period **08/26/13-12/15/13** 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>
Alweheiby, Julie	10.00
Barragan, Valeria	1.667
Chapa, Eric	4.750
Combs, Michelle	2.250
Covarrubias, Araceli	10.00
Fry, Marilyn	2.250
Jereb, Claudia	2.250

Golden West College

<u>Name</u>	<u>LHE</u>
Akosia, Ngozi	3.000
Anoina-Murray, Fe	4.000
Fumera, Joy Anne	3.630
Kim, Ellen	4.000
Pheasant, Sean	4.500
Su, Diane	2.250
Valdez, Sonia	6.770

Orange Coast College

<u>Name</u>	<u>LHE</u>
Barta, Nichole	6.000
Beld, Sean	8.000
Dorsheimer, Denise	1.000
Gates, Glenn	2.438

Gutowski-Schlobohm, Deann	4.063
Hoffman, Jack	4.000
Koudymov, Dmitry	3.000
Larnard, Howard	1.500
Nguyen, Harry	2.375
Nia, Halleh	6.000
Nix, Courtney	1.625
O'Mara, William	9.000

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 2013-14 school year for the period 09/19/13 to 06/30/14, not to exceed 498 hours:

Mann, Robert

5. Educational Administrator

None.

6. Classified Management

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

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Harrison, Kevin	DIST	Manager, Help Desk & User Support	10/07/13	G-22-05	D-004-14
Blackmore, Chris	DIST	Manager, Help Desk & User Support	09/30/13	G-22-06	D-003-14
Saran, Rupa	DIST	Manager, Help Desk & User Support	09/30/13	G-22-07	D-002-14

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:

New Hires and Rehires

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Balderas, Armando	CCC	Campus Security Officer 48.75%	09/23/13	E0-41-01	C-006-14
De La Fuente, Armando	CCC	Campus Security Officer 48.75%	09/23/13	E0-41-01	C-007-14
LaBounty, Kayla	CCC	Typist Clerk Intern 48.75%	09/19/13	E-36-01	C-002-14
Nguyen, Kevin	CCC	Campus Security Officer 48.75%	09/19/13	E-41-01	C-005-14
Esparza, Stephanie	GWC	Adm & Records Tech II	09/23/13	E-45-01	G-006-14
Bremen, Tim	GWC	Athletic Aide	09/19/13	E-40-01	G-018-14
Blair, Kimberly	GWC	Secretary Senior	09/19/13	E-45-01	G-014-14
Carrizo, Michael (promo)	GWC	Staff Assistant	10/01/13	E-52-04	G-011-14
Dunsmore, Robert	GWC	Skilled Maintenance (Locksmith)	TBD	E-51-01	G-010-14

Locksmith offer and appointment contingent upon satisfactory completion of background check.

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):

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>
Dupuy, Lisa	DIST	Staff Aide	Staff Assistant, Sr	Extend from 09/30/13 to 12/31/13	E-54-04
Rusamiprasert, Laila	CCC	Staff Assistant-Spec Projects	Exec Assistant to the Pres	Extend from 09/30/13 to 12/31/13	J-58-03

10. Short Term Hourly Staff

It is recommended that authorization be given for the following **short term** hourly personnel appointments in the performance of non-certificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling non-certificated 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. **These assignments will vary in hours depending on shift availability and assigned duties.** (Please note: Budget numbers 110+ are General Fund; 12+ are Categorical or Grant Funds and 8+ indicates Ancillary Funds.

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>
McCarthy-Goode, Kathleen	CCC	09/19/13	12/31/13	110001-880401	M,T,W,Th,F
Pham, Tien	GWC	09/19/13	12/31/13	110001-349501	M,T,W,Th,F
Roberts, Corie	CCC	09/19/13	12/31/13	818030-847517	M,T,W,Th,F
Zelaya, Carlos	OCC	08/26/13*	12/31/13	812010-266851	M,T,W,Th,F

*Late Justification: Paperwork submitted late

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>
Corey, Richard	GWC	09/19/13	12/31/13	110001-347101	M,T,W,Th,F
Davis, Glennor	OCC	09/04/13*	12/31/13	124005-256300	M,T,W,Th,F
Hunter, Bryan	OCC	09/04/13*	12/31/13	812001-201592 110001-201591 124038-201591	M,T,W,Th,F
Kersey, Brian	GWC	09/19/13	12/31/13	110001-347101	M,T,W,Th,F
Miller, Rebecca	OCC	09/04/13*	12/31/13	812001-201592 110001-201591 124038-201591	M,T,W,Th,F
Nguyen, Jasmine	GWC	09/19/13	12/31/13	110001-347101	M,T,W,Th,F
Nguyen-Dang, Peter	OCC	09/04/13*	12/31/13	812001-201592 110001-201591 124038-201591	M,T,W,Th,F
Rosenstein, Marla	OCC	09/04/13*	12/31/13	124005-256300	M,T,W,Th,F
Stetson, Scott	OCC	08/26/13*	12/31/13	812001-201592 110001-201591 124038-201591	M,T,W,Th,F
Trinh, Kathy	CCC	09/19/13	12/31/13	120183-856601 120184-856601	M,T,W,Th,F
Wall, Sarah	OCC	06/20/13*	12/31/13	812001-201592 110001-201591 124038-201591	M,T,W,Th,F
Wassenberg, Yolande	CCC	09/19/13	12/15/13	110001-801301	M,T,W,Th,F

*Late Justification: Paperwork submitted late

Hourly/Temporary/Professional (Non Faculty) to perform skilled technical duties such as athletic training duties, production of student newspaper, maintain online classes, provide real time captioning (in-class text) for deaf students or assist with associated student programs in one or more of the following campus departments 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>
Gamble, Rory	OCC	09/10/13	12/31/13	110060-204001	M,T,W,Th,F
Stewart, Kara	OCC	09/06/13	12/31/13	110001-204201	M,T,W,Th,F
Tedodoro, Blesila	OCC	09/06/13	12/31/13	110001-204201	M,T,W,Th,F

Late Justification: Paperwork submitted late

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>
Debbas, Sally	OCC	09/12/13*	12/31/13	812020-205402	M,T,W,Th,F
McClay-Lautoa, Luke	OCC	09/05/13*	12/31/13	127005-258900	M,T,W,Th,F
Nguyen, Khoa	OCC	09/19/13	12/31/13	812015-263750	M,T,W,Th,F
Pryor, Kevin	OCC	09/05/13*	12/31/13	127005-258900	M,T,W,Th,F
Tran, John	OCC	09/19/13	12/31/13	812015-263750	M,T,W,Th,F

*Late Justification: Paperwork submitted late

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>
D'Amore, Denise	OCC	08/07/13*	12/31/13	110001-247900	M,T,W,Th,F
Desai, Sheetal	OCC	09/06/13**	05/25/14	110001-204201	M,T,W,Th,F
Williams, Tokiya	OCC	09/06/13*	12/31/13	110001-204201	M,W,Th,F

*Late Justification: Coverage necessary while awaiting two positions to be filled

**Late Justification: Paperwork submitted late

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>
Surgenor, Kathleen	CCC	09/19/13	12/31/13	110001-870001	M,T,W,Th,F
Zubia, Savannah	CCC	09/19/13	12/31/13	818030-847517	M,T,W,Th,F

11. Substitute Classified

None.

12. Clinical Advisors/Summer

None.

13. Medical Professional Hourly Personnel

None.

14. Student Workers

It is recommended that authorization be given for the following hourly employment of either full time students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services.

Golden West College

Cantrall, Clayton
Iya, Gabriel
Truong, Andy

Orange Coast College

Aguilera, Jose
Alexander, Kaitlyn
Alvarado Chino, Ana Luisa
Aragon, Vanessa
Bevins, Joshua
Burckhardt, Kathleen
Covarubio, Jennifer
Dao, Phuong
Duong, Thanhloan
Le, Thao
Lee, Jyeuk
Lopez, Ricardo
Luong, Tuan
Ma, Toan

Nguyen, Minh Hoc
Nguyen, Ngoctram
Tran, Phuong
Tran, Quynh
Tran, Tri
Zubatov, Paulina

