

**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, April 2, 2014

**MINUTES\***

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on April 2, 2014 in the Board Room at the District Office.

**1.00 Preliminary Matters**

**1.01 Call to Order**

Board President Hornbuckle called the meeting to order at 4:01 p.m.

**1.02 Roll Call**

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

**1.03 Public Comment (Closed Session - Items on Agenda)**

Mr. Peter Parker of Orange Coast College addressed the Board.

**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 4:07 p.m. to discuss the following:

- a. Public Employee Discipline/Dismissal/Release**  
(Pursuant to *Government Code* Section 54957)

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

1. Special Assignments, Academic Staff
2. Appointments of Substitutes, Academic Staff
3. Appointment of Full-time Faculty
4. Appointment of Part-time Faculty
5. Appointment of Educational Administrators
6. Appointment of Classified Management  
Senior Director, IT Infrastructure and Systems
7. Appointment of Classified Staff  
Accounting Coordinator  
Reprographics Technician  
Financial/Accounting Analyst (Grant Programs)  
Clerk Senior – International Center  
Food Service Worker 1  
HR Professional Development Specialist
8. Promotions and Transfers, Classified Staff  
Contract Education Course Assistant 1
9. Reclassification and Reorganization/Reassignment, Classified Staff
10. Temporary Out of Class Assignments, Classified Staff  
Special Assignment
11. Short Term Hourly Staff
12. Substitute, Classified Staff
13. Student Workers

**c. Conferring of Honorary Degrees** (Pursuant to *Education Code* Section 72122)

**d. Conference with Labor Negotiator**

(Pursuant to *Government Code* Section 54957.6)

District Negotiators: Mr. James Andrews, Human Resources Executive Director and  
Mr. Randy Erickson, Zampi, Determan and Erickson, LLP

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)

**e. Conference with Legal Counsel: Existing Litigation**

(Pursuant to sub-section "d-1" of *Government Code* Section 54956.9)

URS Corporation vs. Coast Community College District, Arbitration

Malinni Roeun vs. Coast Community College District, EEOC Charge No. 480-2013-00219

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

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

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

City of Westminster vs. Cohen et al., Sacramento County Superior Court Case No. 34-2013-80001665

Kimlan Nguyen vs. Coast Community College District et al., EEOC Charge No. 480-2014-00049

Sandra Basabe vs. Coast Community College District, California Department of Fair Employment and Housing Charge No. 85955-76737

Tracey Sanders vs. Coast Community College District, et al., California Department of Fair Employment and Housing Charge No. 132976-77304

Stephen Whitson vs. Coast Community College District, Orange County Superior Court Case No. 30-2014-00700920

Nicole Lloyd vs. Coast Community College District, EEOC Case No. 480-2014-00380

John Merzweiler vs. Houlihan et al., Orange County Superior Court Case No. 30-2074-00702990

Vidella Waller vs. Coast Community College District et al., Los Angeles County Superior Court Case No. BC504096

**f. Conference with Legal Counsel: Anticipated Litigation**

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

Construction Delays at Golden West College

Dispute with Puente Hills Habitat Preservation Authority

**g. 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**

The meeting was reconvened by Board President Hornbuckle at 6:05 p.m.

**1.06 Pledge of Allegiance**

Trustee Moreno led the Pledge of Allegiance.

**1.07 Report of Action in Closed Session**

Secretary of the Board/District Director of the Office of the Board of Trustees, Ms. Julie Frazier-Mathews, reported the following action from Closed Session:

For **Item 1.04 b. Public Employment**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted 4-0-1 to approve all personnel items. (See Appendix pages 13-17)

Motion carried with the following vote:

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

**1.08 Public Comment**

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

**2.00 Informative Reports**

**2.01 Report from the Chancellor**

Chancellor Jones provided a report to the Board.

**2.02 Reports from the Presidents**

The following College President provided reports to the Board:

Dr. John Weispfenning on behalf of Dr. Dennis Harkins, Orange Coast College  
Ms. Janet Houlihan on behalf of Mr. Wes Bryan, Golden West College  
Dr. Lori Adrian, Coastline Community College

**2.03 Reports from Presidents of Student Government Organizations**

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

Ms. Sophia Sourivong, Coastline Community College  
Mr. Sam Mahdad on behalf of Ms. Rachel Gajardo, Orange Coast College

**2.04 Reports from Academic Senate Presidents**

The following Academic Senate Presidents provided reports to the Board:

Mr. Gregg Carr, Golden West College  
Ms. Denise Cabanel-Bleuer, Orange Coast College  
Dr. Pedro Gutierrez, Coastline Community College

## **2.05 Reports from Presidents of Employee Representative Groups**

Ms. Katherine Steed, on behalf of Ms. Ann Nicholson, Coast Federation of Classified Employees (CFCE)  
Ms. Julia Clevenger, Association of Confidential Employees (ACE)  
Mr. Dean Mancina, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)

## **2.06 Reports from the Board of Trustees**

Board Members provided individual reports at this time.

## **2.07 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.

## **2.08 Report on Student Success**

The Chancellor provided a update to the Board on student success. After discussion, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to authorize the Chancellor to move forward with the following items and to bring back a draft proposal for the Board's review at the May 7th Board Meeting:

1. Identify current workshops/trainings.
2. Solicit input on needed workshop/trainings.
3. Identify budget/resource needs.
4. Identify contract issues/solutions.

Motion carried with the following vote:

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

## **2.09 DIS - Status of Adult Non-Credit Education**

Vice Chancellor of Educational and Technology, Dr. Andreea Serban, provided a Powerpoint presentation to the Board on adult non-credit education and answered Trustee questions. Dr. Serban indicated that she would be reaching out to the other three community colleges in Orange County to work together and avoid duplication of effort. The Board requested that Dr. Serban report back periodically to keep them informed of progress.

## **2.10 DIS - Acknowledgement of the Initial Proposal from Coast Community College Association, California Teachers Association/National Education Association to the District**

Executive Director of Human Resources, Mr. James Andrews, outlined the process to be followed for the Initial Proposal from the Coast Community College Association, California Teachers Association/National Education Association.

**3.00 Matters for Review, Discussion and/or Action**

**3.01 Board Meeting Dates**

The Board reviewed the upcoming Board Meetings.

**3.02 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT**

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

**3.03 Board Directives Log**

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

Removal of Item #1 (Adult Education).

Revision of due date for Item #3 (Weapons on Campus) to May 19, 2014

Additionally, it was requested that an item be added to the Board Log for a report on emergency preparedness in the District, to include compliance with Federal and State mandates, and an update on the degree of CERT training in the District, with a due date of July 16, 2014.

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Grant, Prinsky, Moreno and Kelly

Noes: None

Absent: Trustee Patterson

Abstain: None

**3.04 DIS - Chapters 4 and 5: Board Policies and Administrative Procedures for First Reading**

The following Board Policies were brought to the Board for first reading, to be returned to the next Board Meeting for action, with the incorporation of General Counsel's comments as appropriate.

**Chapter 4. Academic Affairs**

BP 4220 Standards of Scholarship – new

AP 4220 Standards of Scholarship – new

AP 4222 Remedial Coursework – revision (from former BP 4222). This AP is associated with BP 4220 Standards of Scholarship listed above

BP 4226 Multiple and Overlapping Enrollments – new

**Chapter 5. Student Services**

BP 5015 Residence Determination – revision

AP 5015 Residence Determination - new

BP 5020 Non-resident Tuition - revision

BP 5210 Communicable Disease – revision

BP 5901 Athletic Event Admission Fees - revision

BP 5902 Taking Positions on Issues - revision

### **3.05 DIS - Chapter 2: BP 2105, Selection of Student Member, Board of Trustees**

Board Policy 2105, Election of Student Member, Board of Trustees - revision, was brought to the Board for first reading. Dr. Prinsky stated that this policy had been reviewed by General Counsel, the Student Trustee, and the District Student Council who would be reviewing the policy again prior to it being returned to the Board for approval on April 16, 2014. At this time, Mr. Sam Mahdad, ASOCC Regional Delegate, addressed the Board regarding this policy.

### **4.00 CONSENT CALENDAR (Items 5.01 - 16.01)**

**Item 8.03 OCC Special Projects** was pulled for discussion.

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to approve the the balance of the Consent Calendar with correction to two items:

**Item 13.01** Personnel Items 1. Ratification of Approval for Leaves of Absence, the End Date was revised to read 4/13/14.

**Item 16.01** General Obligation Bond Total was revised to \$12,005,080.82.

Motion carried with the following vote:

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

After discussion, on a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve **Item 8.03** with the removal of the verbiage "boat to the island" to the ACCJC Follow Up Report Visit Item.

Motion carried with the following vote:

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

### **17.00 DISCUSSION CALENDAR**

#### **18.00 Ratification/Approval of Standard Agreements in Excess of \$84,100**

##### **18.01 GWC – Independent Contractors Agreements Over \$84,100**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to ratify the following revisions to independent contractors pursuant to the District's standard independent contractor agreement:

Alex Lajarda, to administer Certified Nurse Assistant Exams and to hire, train and pay qualified teting staff, April 3 – June 30, 2014. Fiscal Impact: \$130,000 to be paid from RHORC RTC Trust Funds.

Health Educational Consultants c/o Joyce Bowden, to administer Certified Nurse Assistant Exams and to hire, train and pay qualified testing staff, April 3 - June 30, 2014. Fiscal Impact: \$150,000 to be paid from RHORC RTC Trust Funds.

Envision Education c/o Wendy Deras, to administer Certified Nurse Assistant Exams and to hire, train and pay qualified testing staff, April 3 – June 30, 2014. Fiscal Impact: \$150,000 to be paid from RHORC RTC Trust Funds.

Motion carried with the following vote:

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

**19.00 Ratification/Approval of Non-Standard Agreements in Excess of \$84,100**

**19.01 OCC – Ratification to Amendment to Existing Non-Standard Service Agreement between Nuventive LLC and Coast Community College District**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the amendment to the existing non-standard agreement with Nuventive LLC, for the addition of Data Upload module to existing scope of work for TracDat software implementation.

Fiscal Impact: Total amount of \$2,000 to be paid from Ancillary Funds.

Motion carried with the following vote:

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

**19.02 OCC – Ratification of a Non-Standard Clinical Agreement between Country Villa Plaza and the Coast Community College District**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify the non-standard Clinical Agreement between Country Villa Plaza and the Coast Community College District for clinical site approval.

Motion carried with the following vote:

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

**20.00 Ratification/Approval of General Items of Business**



## **20.01 CCC – Destruction of Records**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify the destruction of records as presented.

Motion carried with the following vote:

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

## **20.02 DIS - Ratification of Contractors for FY 2013-2014 Pursuant to District's Standard Annual Agreement for Contractor Services**

On a motion by Student Trustee Kelly, seconded by Trustee Prinsky, the Board ratified the following contractors for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 2013-2014. These contractors had or would complete the District's Standard Annual Agreement for Contractor Services prior to the performance of services. Prior to authorizing these services, the District would obtain competitive pricing quotes from the contractor(s). If selected to perform the quoted services, the contractor would send an invoice to the District based upon the agreed-upon price.

McKinley Elevator  
17611 Armstrong Avenue  
Irvine, CA 92614

True South Renewables  
5406 Bolsa Avenue  
Huntington Beach, CA 92649

Motion carried with the following vote:

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

## **20.03 DIS – Approval of Revised District Standard Professional Expert Employment Agreement**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve the revised District Standard Professional Expert Employment Agreement, recently amended to incorporate the new District "S" Scale of compensation, and to clarify the hourly compensation for Professional Experts.

Motion carried with the following vote:

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

## **21.00 Resolutions**

### **21.01 DIS - Resolution #14-07 in Support of Assembly Bill 2235 Enacting the Kindergarten-University Public Education Facilities Bond Act of 2014**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Resolution #14-07 in support of Assembly Bill 2235 Enacting the Kindergarten University Public Bond Act of 2014.

Motion carried with the following vote:

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

## **22.00 Policy Implementation/Administrative Procedure Ratification**

### **22.01 DIS – Board Policy for Approval**

On a motion by Trustee Prinsky, seconded by Student Trustee Kelly, the Board voted to approve revised Board Policy 5400 Associated Student Organizations, and to eliminate BP 5401, BP 5402, BP 5403 and BP 5404.

Motion carried with the following vote:

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

### **22.02 DIS – Chapter 2: Board Policies for Approval and Administrative Procedures for Ratification**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the following revised Board Policies:

BP 2010 Board Membership  
BP 2200 Board Duties and Responsibilities

Additionally, the Board ratified the following revised Administrative Procedure:

AP 2410 Board Policies and Administrative Procedures.

Motion carried with the following vote:

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

## **23.00 Approval of Minutes**

### **23.01 Approval of Minutes**

On a motion by Student Trustee Kelly, seconded by Trustee Prinsky, the Board voted to approve the minutes of the following meetings:

Regular Meeting of March 5, 2014  
Special Meeting of March 12 2014  
Regular Meeting of March 19, 2014

Motion carried with the following vote:

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

## **24.00 Close of Meeting**

On a motion by Trustee Prinsky, seconded by Student Trustee Kelly, the Board voted to adjourn the meeting at 7:59 p.m. in memory of Mr. Stephen Hieber, Coastline Special Program Instructional Aid.

Motion carried with the following vote:

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



Julie Frazier-Mathews

Secretary of the Board/District Director of the Office 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
Public Employment.....	13-17

CLOSED Session 04/02/14 Board Revised

**1. Ratification of Special Assignments, Academic Staff**

It is recommended that ratification 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: 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 Community College****POLITICAL SCIENCE STUDENT HANDBOOK**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Boddie, Richard	03/21/14	06/30/14	EXH	\$29.46

**CULTURAL AWARENESS WORKSHOP**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Montague, Judy	03/20/14	06/30/14	EXM	\$43.55
Tran, Dung	03/20/14	06/30/14	EXH	\$29.46

**ESL GRANT CURRICULA AND REPORTS**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Tsutsumida Krampe, L.	04/03/14	06/30/14	EXM	\$43.55

**ESL CURRICULA DEVELOPMENT**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Jones, Julie	04/03/14	06/30/14	EXH	\$29.46

**ESL GRANT COMPLIANCE AND REPORTING**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Kuntzman, Linda	04/03/14	06/30/14	EXM	\$43.55

**STRONGEST ELEMENT WORKSHOP PRESENTER**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Montooth, Carisa	03/20/14	06/30/14	EXH	\$29.46

To provide instructional opportunities for Navy Onshore and NCPACE for Military Contract Education during the Spring semester.

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Motter, Karen	03/31/14	05/25/14	MTH	\$47.97

**Orange Coast College****ARTS PAVILION CURATOR**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Norris, Trevor	02/01/14	05/31/14	EXH	\$29.46

**COMPUTERIZED ECONOMICS EXAM PROCTOR**

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Aube, Susan	03/05/14	03/08/14	EXH	\$29.47
	04/23/14	05/22/14	EXH	\$29.47
Gulu, Michelle	03/06/14	03/07/14	EXH	\$29.47
	04/24/14	05/22/14	EXH	\$29.47
Norris, Thomas	03/05/14	03/06/14	EXH	\$29.47
Raskin, Debra	04/23/14	05/23/14	EXH	\$29.47

**2. Ratification of Appointment of Substitutes, Academic Staff****Part time Faculty Substitute**

It is recommended that the following individuals be appointed as substitutes, as defined by California Ed Code 87480, appointments not to exceed 20 working days, and subject to Board policies governing such appointments, to be paid \$44.36/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2013-14 academic year.

**Orange Coast College**

Ninh, Joseph

**3. Approval of Appointment of Full Time Faculty**

None.

**4. Ratification of Appointment of Part Time Faculty**

It is recommended that the following assignments be ratified:

**SPRING**

Assignments during the period 01/27/14-05/25/14 for Golden West College and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

**Golden West College**

<u>Name</u>	<u>LHE</u>
Camerini, David	4.500
Choate, Wesley	2.000
Krumm, Christine	4.000
Maurer, Tracy	6.000
Pascoe, George	1.000

**5. Approval of Appointment of Educational Administrators**

None.

**6. Approval of Appointment of 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>LO</u> <u>C</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
<del>TBA</del> Looney, Ralph	<del>C</del> DIT	Senior Dir, IT Infrastructure & Systems	<del>TBD</del> 04/28/14	G-30-06	D-013-14

**7. Approval of Appointment of Classified Staff**

In accordance with Board policies and procedures, the following Classified Staff are recommended for appointment to advertised positions:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
<del>TBA</del> Smith, Travis	<del>DIST</del>	Accounting Coordinator	<del>TBD</del> 04/03/14	E-54-03	D-018-14
<del>TBA</del> Yagerman, Christopher	OCC	Reprographics Technician	<del>TBD</del> 04/21/14	E-42-02	O-047-14
Neghabat, Farhad	CCC	Financial/Accounting Analyst (Grant Programs)	04/03/14	E-60-01	C-029-14
Nguyen,Thu	OCC	Clerk Senior-International Center	04/03/14	E-40-02	O-036-14

Revision to Revise Start Date for New Employees

Pham, Tino, OCC, Food Service Worker 1, revise start date from 03/20/14 to 03/31/14.

Montoya-Andrews, Claudia, OCC, HR Professional Development Specialist, revise start date from 03/24/14 to 03/31/14.

**8. Approval of Promotions and Transfers, Classified Staff**

It is recommended the following Promotion and Transfer be ratified:

Promotions and Transfers

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Bui, Kimberly	CCC	Contract Educ Course Assistant I*	04/03/14	E-44-01	C-028-14

\*Temporary full-time, specially funded

**9. Approval of Reclassification and Reorganization/Reassignment, Classified Staff**

None.

**10. Ratification of Temporary Out of Class Assignments, Classified Staff**

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

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Tran, Tuongvan	OCC	Accounting Specialist	Special Assignment	02/01/14	04/30/14	E-52-05

**11. Ratification of Short Term Hourly Staff**

It is recommended that 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 be ratified. These assignments will vary in hours and days 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 as Assigned</u>
Isbell, Anna	CCC	04/03/14	05/31/14	120113-857503	M,T,W,Th,F
McDonald, Antje	GWC	03/06/14	06/30/14	124036-349304	M,T,W,Th,F
Salazar, Elizabeth	GWC	04/03/14	06/30/14	110001-321202	M,T,W,Th,F

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

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Gray, Eric L.	GWC	04/03/14	05/23/14	120113-357510	M,T,W,Th,F
Matsuo, Nora	OCC	02/07/14	06/30/14	812025-240023	M,T,W,Th,F
Takeuchi, Shannon	CCC	04/03/14	05/31/14	120113-857518	M,T,W,Th,F
True, Daphne	OCC	03/06/14	06/30/14	812001-201592	M,T,W,Th,F



110001-  
201591  
124038-  
201591

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 as Assigned</u>
Assayed, Zaynah	OCC	02/10/14	06/30/14	33001-259101	M,T,W,Th,F
Lechuga, Yajaira	OCC	02/10/14	06/30/14	33001-259101	M,T,W,Th,F
Macias, Karen	OCC	02/27/14	06/30/14	33001-259101	M,T,W,Th,F
Ramirez, Janet	OCC	03/14/14	06/30/14	33001-259101	M,T,W,Th,F
Topjian, Christie	OCC	03/14/14	06/30/14	33001-259101	M,T,W,Th,F
Tran, Kimmy Thi	OCC	03/14/14	06/30/14	33001-259101	M,T,W,Th,F

## **12. Ratification of Substitute Classified**

None.

## **13. Ratification of Student Workers**

It is recommended that 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 be ratified.

### Golden West College

Abdallah, Bayyinah

Le, Anh Q.

Nguyen, Luan

Nguyen, Mindy

### Orange Coast College

Brewer, Chapman

Caple, Donte

Nguyen, Khang

Zubatov, Paulina

