

**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, November 18, 2015

**MINUTES\***

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 18, 2015 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 4:01 p.m.

**1.02 Roll Call**

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

Trustees Absent: None

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

There were no requests to address 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 4:04 p.m. to discuss the following:

**a. Public Employee Performance Evaluation**  
(Pursuant to *Government Code* Section 54957)

Position: Interim Chancellor

**b. Conference with Labor Negotiator**  
(Pursuant to *Government Code* Section 54957.6)

District Negotiators: Dr. Cindy Vyskocil, Vice Chancellor Human Resources  
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)

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

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

1. Ratification of Special Assignments, Academic Staff
2. Ratification of Appointment of Substitutes, Academic Staff
3. Approval of Appointment of Full Time Faculty
4. Ratification of Appointment of Part-time Faculty
5. Approval of Appointment of Educational Administrators  
Reappointments  
Associate Dean/Director Student Health Center  
Vice President  
Director, Accessibility Center for Education  
Dean  
Associate Dean  
Coordinator Criminal Justice Training Center  
Director, DSPS  
Administrative Director
6. Approval of Appointment of Classified Management  
Director, Human Resources  
Director College and Community Support
7. Approval of Appointment of Classified Staff  
Staff Specialist – Assessment Center  
Marine Program Facilitator  
Grounds Equipment Mechanic

8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff EHS Technician
9. Ratification of Temporary Out of Class Assignments, Classified Staff Special Assignment
10. Ratification of Appointment of Short Term Hourly Staff
11. Ratification of Appointment of Substitute, Classified Staff
12. Ratification of Appointment of Student Workers

**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  
 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  
 City of Fountain Valley et al. vs. Matosantos et al., Sacramento County Superior Court Case No. 34-2013-80001564  
 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  
 Coast Community College District et al. vs. Commission on State Mandates, Sacramento County Superior Court Case No. 34-2014-80001842  
 Scott Hays vs. Coast Community College District et al., Orange County Superior Court Case No. 30-2014-00734887  
 Reginald Lewis vs. Coast Community College District et al., DFEH Case No. 359115-125003  
 State of California et al. vs. Office Depot, Inc., Los Angeles County Superior Court Case No. BC410135  
 Connie Judson vs. The Chicago School of Professional Psychology et al., Orange County Superior Court Case No. 30-2014-00756749  
 Coast Federation of Classified Employees vs. Coast Community College District, Public Employee Relations Board Case No. LA-CE-6003-E  
 Evangelina Ramirez vs. Coast Community College District, Orange County Superior Court Case No. 30-2015-00777176  
 Coast Community College District vs. Coast Federation of Classified Employees, Public Employment Relations Board Case No. LA-UM-907-E  
 Constance George vs. Coast Community College District, Department of Fair Employment and Housing Case No. 604515-169492  
 Jorge Ascencio vs. Coast Community College District, et al., Department of Fair Employment and Housing Case No. 525092-154013  
 Heidi Mattingly-Viers vs. Coast Community College District, Orange County Superior Court Case No. 30-2015-00819631

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

Potential initiation of litigation pursuant to sub-section "d-4" of Government Code Section 54956.9. One case.

**1.05 Reconvene to Open Session**

The meeting was reconvened by Board President Prinsky at 6:00 p.m.



## **1.06 Pledge of Allegiance**

Trustee Patterson led the Pledge of Allegiance.

Trustee Prinsky led a minute of silence in memory of the victims in France, including Cal State Long Beach student, Nohemi Gonzalez.

It was noted that **Item 21.04 Committees of the Board** would be moved forward in the agenda to follow **Item 3.02 Board Goals**.

## **1.07 Report of Action in Closed Session**

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

For **Item 1.04 d. Public Employment**, on a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted unanimously to approve all personnel items as amended, subject to subsequent approval of employment agreements as appropriate. (See Appendix pages 13-18)

Motion carried with the following vote:

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

## **1.08 Public Comment**

There were no requests to address the Board.

## **1.09 Acceptance of Retirements**

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

### **Faculty**

Norman Carlson, OCC, Instructor, retirement effective January 4, 2016

William McClure, OCC, Instructor, retirement effective December 14, 2015

On a motion by Trustee Grant, seconded by Trustee Hornbuckle, the Board voted to accept these retirements.

Motion carried with the following vote:

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

## **2.00 Informative Reports**

## **2.01 Faculty/Student/Program Highlight**

Instructor, Ornamental Horticulture, Mr. Richard Harlow, and students Carrara Onody, Jonathan Valesquez, Kimberly Vanderwolk, Terrel Cook, Thitsada Kiefer, Fabiola Cueva, Michelle Bemis and Sarah Day highlighted Orange Coast College's Horticulture Department.

## **2.02 DIS – Annual Report on International Education and Student Programs**

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban, gave a brief overview of the Annual Report on International Education and Student Programs and responded to Trustees' questions.

## **2.03 DIS – Class Action Settlement Final Update: Estate of Sherwin v. Office Depot, Inc.**

Vice Chancellor of Finance and Administrative Services, Dr. Andy Dunn, gave a brief overview of the Class Action Settlement Final Update: Estate of Sherwin v. Office Depot, Inc. and responded to Trustees' questions.

## **2.04 DIS – Annual Report on Unfunded Retiree Liability**

Vice Chancellor Dunn gave an overview of Unfunded Retiree Liability and responded to Trustees' questions.

## **2.05 DIS – Water Conservation Action Plan**

Vice Chancellor Dunn gave an overview of the District's Water Conservation Action plan and responded to Trustees' questions.

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

### **3.01 DIS – Acceptance of the Coast Community College District External Auditor's Report for 2014-2015 Fiscal Year**

Ms. Renee Graves and Ms. Myra Whitesell from Vicenti, Lloyd and Stutzman LLP provided an overview of the External Auditor's Report. Ms. Graves and Vice Chancellor Dunn responded to Trustees' questions. It was requested that Vice Chancellor Dunn report back to the Board on whether there was a need for the District to implement formal investment policies and a deposit policy for custodial risk. On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to accept the Auditor's Report and directed that it be forwarded to the State Chancellor's Office.

Motion carried with the following vote:

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

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to pull **Item 21.04 Committees of the Board**, to be returned in January 2016.

Motion carried with the following vote:

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

Trustee Moreno was excused from the meeting at 7:30 p.m.

### **3.02 DIS – 2015 Board Self Evaluation – Adoption of Goals and Plans**

Dr. Prinsky noted that these Goals and Plans would be in place for the next two years until the next Board Self Evaluation. She indicated that these were the result of the Board's Self Evaluation discussion and comments from Board members. On a motion by Trustee Hornbuckle, seconded by Student Trustee Cronk, the Board voted to accept the Board's Self Evaluation: Goals and Plans, and further added a Board Log item for semi-annual consideration of progress of these goals in May and November.

Motion carried with the following vote:

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

### **3.03 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

### **3.04 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT**

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

### **3.05 Board Directives Log**

The Board reviewed the Board Directives Log. On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to make the following revisions to the Board Log:

#### **Annual Log:**

Item #1 on Unfunded Retiree Liability: due date revised to November 2016.

Item #2 on International and Student Programs: due date revised to November 2016.

Item #3 on Board Committees Structure: due date revised to January 20, 2016.

Addition of a new item on Board Goals: due date of May 18, 2016.

#### **Monthly Log:**

Removal of Item #1 on Water Conservation.

Motion carried with the following vote:



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

- 3.06 DIS – Recommendation for Suspension of Certain Provisions of Administrative Procedure 7902, Faculty Service Areas, Minimum Qualifications and Equivalency** was pulled at the request of Staff.

**5.00 Consent Calendar (Items 5.01 – 17.01)**

**Item 10.01 Non-Standard Agreement with Asian and Pacific Islander American Scholarship Fund (APIASF)** was pulled for discussion.

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to ratify the balance of the Consent Calendar.

Motion carried with the following vote:

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

For **Item 10.01**, on a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to ratify the Non-Standard Memorandum of Understanding with Asian and Pacific Islander American Scholarship Fund (APIASF). It was requested that a report on this program come to the Board in January or February 2016.

Motion carried with the following vote:

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

**18.00 DISCUSSION CALENDAR**

**19.00 Approval of Standard Agreements in Excess of \$86,000**

**19.01 DIS - Approve Standard Independent Contractor Agreement with Strata Information Group for Consulting Assistance for the Implementation of the Banner Financial Aid Module**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve the Standard Independent Contractor Agreement between Strata Information Group and the Coast Community College District for consulting assistance for the implementation of

the Banner Financial Aid Module. Implementation of the Banner Financial Aid Module would improve the management and operations of financial aid and related fiscal services to better serve District students and facilitate compliance with federal and state laws and regulations.

**Contract Terms:** December 1, 2015 through June 30, 2017

**Fiscal Impact:** Not to exceed \$311,600 from General Fund based on approved invoices at a rate of \$150/hour, including reimbursement of travel costs based on conditions described in the attached. Charges are on a time and material basis.

Motion carried with the following vote:

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

**19.02 DIS - Approve Standard Professional Services Agreement with Power Engineering Services, Inc. (PES) for Construction Coordination Services; Orange Coast College 4160V/Com Loop, Switch House I, and Solar Photovoltaic/Adams Parking Lot Improvement Project**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve Standard Professional Services Agreement between PES, Inc., and the Coast Community College District for completion of the campus utility loop to include one megawatt of solar photovoltaic power.

**Fixed Fee Amount:** \$120,000

**Contract Terms:** November 20, 2015 through June 30, 2016

**Fiscal Impact:** \$120,000 (Measure M General Obligation Bond Fund)  
Master Plan Approval Projects  
OCC Photovoltaic/Adams Parking Lot Improvement

Motion carried with the following vote:

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

**20.00 Approval of Non-Standard Agreements in Excess of \$86,000**

**20.01 OCC - Non-Standard Master Managed Subscription Services Agreement between Ellucian and the Coast Community College District**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve a non-standard Master Managed Subscription Services Agreement between Ellucian and Coast



Community College District for implementation of Pilot and Recruiter Banner modules. The Pilot module would allow for coordinated campus wide support to achieve campus' student success and retention goals through early detection, interactive communications, and built-in analytics. The Recruiter module would streamline recruiting to meet enrollment and retention targets through personalized student web presence, integration of student data and financial aid, as well as enhanced marketing communication tools.

**Term:** November 19, 2015 – November 19, 2020

**Fiscal Impact:** \$722,715 in annual subscriptions and implementation fees. To be paid from Student Success and Support Program funds.

Motion carried with the following vote:

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

#### **21.00 Ratification/Approval of General Items of Business**

##### **21.01 DIS - Ratification of Collective Bargaining Agreement between the Coast Federation of Classified Employees (CFCE) and the Coast Community College District (CCCD)**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to ratify the Collective Bargaining Agreement between the District and the CFCE. The Coast Community College District (District) and the Coast Federation of Classified Employees (CFCE) had concluded negotiations of a successor collective bargaining agreement and the revision of 17 Articles: Federation Rights (2), Safety (4), Grievance Procedure (6), Employee Status (7), Performance Appraisal (10), Vacancies, Transfers and Promotions (11), Reclassification (12), Layoff Procedures and Reemployment Right (13), Hours and Overtime (14), Leaves of Absence (17), Professional Development (18), Salaries (19), Employee and Dependent Benefits Coverage (20), Retirement (21), Job Training (24), Non-Discrimination, Equal Employment Opportunity, Harassment, and ADA (26) and, Agreement Conditions and Duration (27). These amended Articles had been reviewed and ratified by the CFCE membership and would become effective upon ratification by the Board of Trustees.

Motion carried with the following vote:

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

##### **21.02 DIS – Approval of Employment Agreement (Alexis Miranda)**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Employment Agreement with Alexis Miranda, GWC, to serve as Dean, Library Learning

Resources and Distance Education, commencing on November 4, 2015 and ending June 30, 2017. Compensation to be \$142,605.00 annually based on the appropriate step placement. The

Board President, or designee, was authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Motion carried with the following vote:

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

#### **21.03 DIS – Approval of New Templates**

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to adopt the revised standardized agenda templates for use by all agenda submitters starting in January 2016.

Motion carried with the following vote:

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

#### **21.04 DIS – Committees of the Board**

This item was pulled by the Board, to be returned to the January 2016 agenda.

#### **22.00 Approval of Minutes**

##### **22.01 DIS – Approval of Minutes**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the minutes of the Special Meetings of September 18, 2015, September 25, 2015, November 2, 2015, November 4, 2015, and the Regular Meeting of November 4, 2015.

Motion carried with the following vote:

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

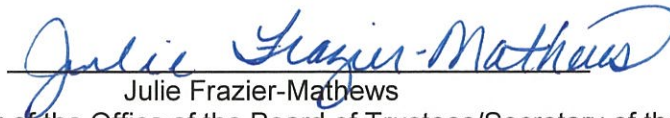
#### **29.00 Close of Meeting**

##### **29.01 Adjournment**

On a motion by Trustee Hornbuckle, seconded by Student Trustee Cronk, the Board voted to adjourn the meeting at 7:57 p.m. in memory of all those who lost their lives recently in Paris and around the world, and Minesh Lakhani's father.

Motion carried with the following vote:

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



Julie Frazier-Mathews

District Director of the Office of the Board of Trustees/Secretary of the Board

*\*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.....	13-18

## 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: IUM = Full Time Certificated Department Chairman, IUH = Part Time Certificated Department Chairman, 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, ACS = Academic Senate, MTM = Full Time Miscellaneous Teaching Rate, MTH = Part Time Miscellaneous Teaching Rate, MIL= Military/Contract Education Teaching Rate

### Orange Coast College

#### HIRING COMMITTEE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Perkins, Marc	07/01/15	08/22/15	EXM	\$45.07
Sogo, Lisa	07/01/15	08/22/15	EXM	\$45.07

#### MATH CONFIDENT ACADEMY

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate per Hr</u>
Jackson, Nicolette	08/01/15	12/13/15	EXH	\$30.49

## 2. Ratification of Appointment of Substitutes, Academic Staff

### 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 \$45.90/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2015-16 academic year.

#### Golden West College

Robinson, David

#### Orange Coast College

Norris, Thomas

## 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:

### FALL

Assignments during the period **08/23/15-12/13/15** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Coastline Community College

<u>Name</u>	<u>LHE</u>
Nguyen, Linda	1.333
Petrosspour, Solange	1.110
Stockwell, Debra	2.992

Golden West College

<u>Name</u>	<u>LHE</u>
Bruckman, Daniela	8.400
Cabral, Larry	6.800
Pham, Thuy Vi	3.000
Widman, Kristin	2.000

Orange Coast College

<u>Name</u>	<u>LHE</u>
Nguyen, Thanh	8.130

INTERSESSION

Assignments during the period **01/04/16-01/29/16**.

Golden West College

<u>Name</u>	<u>LHE</u>
Ruggeri-Dilello, Tiffany	3.000

SPRING

Assignments during the period **01/30/16-05/29/16** for Coastline Community College, Golden West College and Orange Coast College and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Golden West College

<u>Name</u>	<u>LHE</u>
Steers, Anna	3.000

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

The Coast Community College District employs 50 educational administrators. During this reappointment cycle, effective 07/01/16, the following 19 administrators are recommended for reappointment.

<b>Name</b>	<b>Position</b>	<b>Placement</b>	<b>Doctoral Stipend</b>	<b>Site</b>	<b>Chancellor's Review</b>	<b>Reappointment Term</b>
Bachmann, Robin	Assoc Dean/Dir St Health Center	DL-26-09		GWC	x	2 years
Ballinger, Kevin	Vice President	DL-34-15		OCC	x	2 years
Bowman, Chad	Dir, Accessibility Ctr for Education	D-24-06		GWC	x	2 years



Brammer, Robyn	Dean	D-32-07	x	GWC	x	2 years
Brownell, Beverly	Associate Dean	D-26-07	x	GWC	x	2 years
Giblin, Tara	Dean	D-32-06	x	OCC	x	2 years
Hicks, Ricky	Coordinator Criminal Justice Training Ctr	D-16-07		GWC	x	2 years
Lowenberg, Ronald	Dean	DL-32-12		GWC	x	2 years
Mandelkern, Michael	Dean	DL-32-15	x	OCC	x	2 years
Martinez, Oliva	Dir, DSPS	D-24-05		OCC	x	2 years
Miyashiro, Ross	Vice President	D-34-07		CCC	x	2 years
Nguyen, Christine	Vice President	DL-34-15		CCC	x	2 years
Niroumand, Majid	Dean	DL-32-09	x	OCC	x	2 years
Rodriguez, Vincent	Vice President	DL-34-15	x	CCC	x	2 years
Sutliff, Michael	Dean	D-32-07	x	OCC	x	1 year
Tamanaha, Stephen	Dean	D-32-06		OCC	x	2 years
Vergara, Derek	Associate Dean	D-26-07	x	OCC	x	2 years
Worden, Sylvia	Assoc Dean/Dir St Health Center	DL-26-09		OCC	x	2 years
Zentner, Aeron	Administrative Director	D-32-07	x	CCC	x	2 years

Recommendations for reappointments are based on the following criteria:

- a) Review of goals and objectives
- b) Self-evaluation
- c) Peer/subordinate survey results
- d) Evaluate by administrator's supervisor

These administrators have completed the evaluation process, the results have been reviewed by the Chancellor, and the Chancellor recommends the reappointments listed above.

## 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>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Heinbuch, Danielle	GW C	Director, Human Resources	01/11/16	G-28-07	G-007-16
Clevenger, Julie	OCC	Director College & Community Support	12/01/15	G-26-04	O-025-16

## 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>
Corcoran, Sean	GWC	Staff Specialist – Assessment Center	11/19/15	E-50-01	G-011-16
Guentz, Steve	OCC	Marine Program Facilitator	12/01/15	E-52-01	O-005-16
Banasiak, Michael	OCC	Grounds Equipment Mechanic	11/19/15	E-46-01	O-015-16

## 8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff

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

### Reassignment

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Aper, Dottie	DIST	Athletic Facilities Coordinator E-51	EHS Technician E-52	11/19/15

## 9. 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>
Bell, Angela	DIST	Comp & Class Analyst	Special Assignment	10/08/15	12/31/15	J-60-05

## 10. Ratification of Appointment 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>
Nguyen, Jackson	GWC	10/29/15	06/30/16	110001-347001	M,T,W,Th,F
Nguyen, Kathy	CCC	11/04/15	06/30/16	120215-856602	M,T,W,Th,F
Sanchez, Heather	GWC	11/19/15	06/30/16	110001-349501	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>
Callahan, Delaney	OCC	10/19/15	06/30/16	812001-201592	M,T,W,Th,F
		10/19/15	06/30/16	110001-201591	M,T,W,Th,F
		10/19/15	06/30/16	124028-201591	M,T,W,Th,F
Chiu, Nicholas	CCC	11/19/15	06/30/16	110001-804513	M,T,W,Th,F
Tran, Tony	CCC	11/19/15	06/30/16	110001-804513	M,T,W,Th,F

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

<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>
Boyd, Taisiia	OCC	11/10/15	06/30/16	812020-205401	M,T,W,Th,F

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 as Assigned</u>
Chen, Chris	GWC	11/19/15	06/30/16	813001-324504	M,T,W,Th,F

#### **11. Ratification of Appointment of Substitute Classified**

None.

#### **12. Ratification of Appointment 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.

Coastline College  
King, Christopher



Nguyen, Vincent Hien  
Phuong, Nhuy  
Tran, Tho Hoa  
Tran, Tri Ba

Golden West College

Bilal, Semaj  
Lopez, Rudy  
Vu, Quan

Orange Coast College

Hunt, John  
Schear, Madison