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 6, 2016

MINUTES*

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on April 6, 2016 in the Board Room at the District Office.

1.00 Preliminary Matters

1.01 Call to Order

Board President Grant called the meeting to order at 4:00 p.m.

1.02 Roll Call

Trustees Present:

Trustees Grant, Hornbuckle, Prinsky, 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 4:02 p.m. to discuss the following:

a. Public Employment

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

Position: Chancellor

b. Conference with Labor Negotiator

(Pursuant to Government Code Section 54957.6)

District Negotiator: Dr. Cindy Vyskocil, Vice Chancellor Human Resources

Employee Groups:

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
 - Approval of Appointment of Educational Administrators Dean, Visual & Performing Arts Special Assistant to the President Temporary Dean, Criminal Justice Training Center Vice President Student Services

Reappointment Executive Dean Military Education

- 6. Approval of Appointment of Classified Management Director, Human Resources Grounds Supervisor
- 7. Approval of Appointment of Classified Staff
 Veteran's Resource Center Specialist
 Staff Aide-International and Intercultural Program
 IT Services Analyst
 Office Coordinator-Human Resources
 Internal Audit Coordinator
 Instructional Support Specialist
 Staff Specialist-Office of Instruction

Allied Health Program Assistant Accounting Analyst Executive Assistant to the Vice Chancellor of Education Services & Technology

- 8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
- Ratification of Temporary Out of Class Assignments, Classified Staff Admissions and Records Tech III Web Master
- 10. Ratification of Appointment of Short Term Hourly Staff
 Staff Assistant
 Administrative Assistant to the Vice President
 Admissions & Records Tech III
 Accounting/Fiscal Support
 Accounting/Fiscal Specialist
 Instructional Associate
 Receptionist
 Reprographics Technician
- 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

Kimlan Nguyen vs. Coast Community College District, Equal Employment Opportunity Commission Charge No. 480-2016-00823

Coast Community College District et al. vs. Commission on State Mandates, Sacramento County Superior Court Case No. 34-2014-80001842

Reginald Lewis vs. Coast Community College District et al., DFEH Case No. 359115-125003 Connie Judson vs. The Chicago School of Professional Psychology et al., Orange County Superior Court Case No. 30-2014-00756749

Evangelina Ramirez vs. Coast Community College District, Orange County Superior Court Case No. 30-2015-00777176

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

John Merzweiler vs. Houlihan et al., Orange County Superior Court Case No. 30-2014-00714677

Emma Adams vs. Coast Community College District, Equal Employment Opportunity Commission Charge No. 480-2016-01116

Linda Clark-Morin vs. Coast Community College District, Orange County Superior Court Case No. 30-2016-00838-495

Mary Sklar vs. Coast Community College District, Orange County Superior Court Case No. 30-2016-00838-399

Orange Coast College vs. California Community College Athletic Association, Appeal of Athletic Sanctions

f. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to Government Code Section 54956.9 (d)(2). Five cases including claims by Liz Halbert, TRC Aviation LLC, Son Kim, and Andrea Napoleon.

1.05 Reconvene to Open Session

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

1.06 Pledge of Allegiance

Professor Dennis Kelly led the Pledge of Allegiance.

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 Prinsky, the Board voted unanimously to approve all personnel items as amended and subject to subsequent approval of employment agreements. (See Appendix pages 16-26)

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson and Moreno

Noes:

None

Absent:

Student Trustee Cronk

Abstain:

None

For Item 1.04 f. Conference with Legal Counsel: Anticipated Litigation, Liz Halbert, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted unanimously to reject the claim on the grounds of it being untimely.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson and Moreno

Noes:

None

Absent:

Student Trustee Cronk

Abstain:

None

For Item 1.04 e. Conference with Legal Counsel: Anticipated Litigation, Andrea Napoleon on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted unanimously to deny the claim.

Motion carried with the following vote:

Aves:

Trustees Grant, Hornbuckle, Prinsky, Patterson and Moreno

Noes:

None

Absent:

Student Trustee Cronk

Abstain:

None

At this time, Item 23.01 Resolution #16-07 of the Board of Trustees to Name the Orange Coast College Garrison Honors Center was moved forward in the agenda.

Mr. Garrett Prechel, Ms. Theresa Scarbrough, Mr. Dennis Kelly, Ms. Karen Baker, Dr. Michael Mandelkern, Mr. Ryan Carr, Ms. Basant El Ghayati, Mr. Rob Schneiderman, Ms. Sarah Brandenberg, Mr. Amir Hassenzadeh, and Ms. Jeanne Allen addressed the Board in support of the resolution.

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve Resolution #16-07 to name the Orange Coast College Honors Program as the Garrison Honors Center.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None None

Absent: Abstain:

None

1.08 Public Comment

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

1.09 Acceptance of Retirement

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

Linda Morin, DIS, Environmental Health and Safety Coordinator, retirement effective March 25, 2016.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to accept this retirement.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes: Absent: None None

Abstain:

None

2.00 Public Hearing

2.01 DIS - Public Hearing before the Board of Trustees of Coast Community College District Regarding Award of an Energy Services Contract(s) To SunPower Corporation Systems Pursuant to California Government Code Section 4217.12(a); and Approval of Non-Standard Agreement(s) with SunPower Corporation Systems, for the Installation of a 426kW Solar Photovoltaic Carport System at Coastline College Garden Grove Center

Board President Grant opened the Public Hearing at 6:15 p.m. Vice Chancellor Dunn provided a staff report and responded to Trustees' comments. There was no public testimony. The Public Hearing was closed at 6:26 p.m.

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the (1) Design-Build Contract (with a correction to Section14.2.5 for the Design Build penalty to the District for prevailing wage violations to be \$200 per day), (2) Performance Guarantee Agreement; (3) Operations and Maintenance Agreement; between Coast Community College District and SunPower Corporation for the Coastline College Garden Grove Center Solar Photovoltaic Project, having found that the anticipated cost to the District for conservation services provided under these agreements would be less than the anticipated cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of these purchases and determined that this arrangement was in the District's best interest. The Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

Overall System Investment:

Solar System Contract Price including \$125,000 Allowance:

\$1,617,569

25 year Operations and Maintenance (O&M) Agreement:

\$ 448,449

Total 25-Year System Cost plus O&M Cost:

\$2,066,018

Value Analysis:

Average Annual Utility Bill Savings: \$132,180

25-Year Anticipated Utility Bill Savings: \$3,304,504

25-Year Anticipated Operational Savings (i.e., Utility Bill Savings less O&M Costs):

\$2.856.055

25-Year Anticipated Net Project Savings (i.e., General Fund Savings less System Cost):

\$1,238,486

Simple Payback Period (Years): 17 years

Fiscal Impact: \$2,066,018 (CCC - Measure M General Obligation Bond Fund)

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent: Abstain:

None None

3.00 Informative Reports

3.01 Reports from the Presidents of Student Government Organizations

The following Presidents of Student Government Organizations addressed the Board:

Ms. Naomi Lambert, Coastline Community College

Ms. Melody Mulligan, Golden West College

Mr. Devin Smith, Orange Coast College

3.02 DIS – Presentation of Initial Proposal from the Coast Community College District to the Coast Federation of Classified Employees (CFCE)

Vice Chancellor Vyskocil gave a brief overview of the initial proposal and responded to Trustees' questions. In compliance with the Educational Employment Relations Act, and the current Coast Federation of Classified Employees (CFCE) Collective Bargaining Agreement, the Coast Community College District presented its initial proposal to reopen for negotiation with CFCE, Articles 12 (Reclassification), 19 (Salaries), and 20 (Employee and Dependent Benefits Coverage). A Public Hearing would be scheduled at the Regular Board Meeting on April 20, 2016, regarding the Board's consideration of the adoption of the District's Initial Proposal.

4.00 Matters for Review, Discussion and/or Action

4.01 Board Meeting Dates

The Board reviewed upcoming meeting dates.

4.02 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT

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

4.03 Board Directives Log

The Board reviewed the Board Directives Log. At the request of Staff, the due date for Item #1 on Diversity and Equity Hiring Update was revised to June 15, 2016.

4.04 DIS - Discussion of Board Retreat

Trustees discussed the date and content for the next Board Retreat. It was agreed that Trustee Grant and Trustee Prinsky would contact The Counseling Team and bring additional information back to the Board. It was agreed that the new Chancellor and Student Trustee could be invited to attend the retreat, and including the Executive Team was also discussed.

4.05 DIS - First Reading BP/AP 5120 Transfer Centers; BP/AP 5052 Open Enrollment; BP/AP 6520 Use and Security for District and Personal Property; AP 7340 Vacation and Leaves; BP/AP 7350 Resignations

At the request of Interim Chancellor Farrell, Board Policy and Administrative Procedure 5120 Transfer Centers were pulled from the agenda. These Board Policies and Administrative Procedures would be returned to a future agenda for review and approval/ratification.

4.00 Consent Calendar (Items 5.01 – 20.01)

4.01 Consent Calendar

Item 10.07 DIS – Standard Professional Expert Agreement for Donna Toll was removed from the agenda at the request of Staff.

Item 9.02 GWC – Special Projects, Item 6.02 Ratification of Administratively Approved Travel, and Item 8.03 OCC – Student Trips, were pulled for discussion.

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

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain:

None

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve Item 6.02 Ratification of Administratively Approved Travel.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain:

None

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve **Item 8.03 OCC – Student Trips.**

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent: Abstain: None None

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve **Item 9.02 GWC – Special Projects.** Trustee Moreno requested that a press release be prepared regarding CTE Pathways.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes: Absent: None None

Abstain:

None

21.00 DISCUSSION CALENDAR

22.00 Approval of Standard Agreements in Excess of \$87,800

22.01 DIS - Approval of Standard Professional Services Agreement with UCMI, Inc. for Division of State Architect (DSA) Inspection Services; Orange Coast College Planetarium Project

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve Standard Professional Services Agreement between UCMI, Inc., and the Coast Community College District and the Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees. To ensure compliance with Title 24 construction regulations and Division of State Architect approved construction documents. On June 17, 2013, the Board approved a pool of prospective DSA Inspection providers, pursuant to the District's Request for Qualifications for Bond Support Services. The campus subsequently interviewed and solicited cost proposals from three "pre-qualified" firms and recommends the selection of UCMI, Inc. to provide DSA Inspection Services for this project.

Fixed Fee Amount: \$277,333

Contract Terms: April 8, 2016 through June 30, 2019

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain:

None

21.02 DIS - Approval of Change Order No 2 Standard Design Build Contract with Swinerton Builders (GWC)

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No 2 to the Standard Design Build Contract with Swinerton Builders and that Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees. On August 5, 2015 the Board of Trustees approved the standard Design Build Contract with Swinerton Builders for the GWC Criminal Justice Training Center in the amount of \$20,818,000. The original contract did not include the design or construction of a Scenario Village. This change order (PCI No. 007) in the amount of \$212,518 incorporated as part of this project the design, pre-construction services, and associated engineering for a new Scenario Village.

Term: September 3, 2015 to December 11, 2017

Fiscal Impact: Increase of \$212,518, to original contract amount of \$20,818,000, revised contract total is \$21,030,518 (General Obligation Bond M Fund)

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain:

None

21.03 DIS - Approval of Standard Professional Services Agreement with Willdan Geotechnical for Material Inspection and Testing Services; Orange Coast College Planetarium Project

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve Standard Professional Services Agreement between Willdan Geotechnical and the Coast Community College District and the Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees. To ensure compliance with Title 24 school facility construction requirements, verification of the structural safety, and assurance of long term structural viability of the Orange Coast College Planetarium. On June 17, 2013, the Board approved a pool of prospective Material testing and Inspection providers, pursuant to the District's Request for Qualifications for Bond Support Services. The campus subsequently solicited cost proposals from "pre-qualified" firms and recommends the selection of Willdan Geotechnical to provide Material testing and Inspection Services for this project.

Fixed Fee Amount: \$151,017

Contract Terms: April 8, 2016 through June 30, 2019

Fiscal Impact: \$151,017 (Measure M General Obligation Bond Fund)

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes: Absent: None

None

Abstain:

None

21.04 DIS – Approval of Standard Professional Expert Agreement with Nicola Perry

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Professional Expert Employment Agreement with Nicola Perry to perform organizational and project-based support to the District Directors of Human Resources located at the District Office. Multiple new and on-going special projects for District Human Resources, including but not limited to:

Project #1 - Create a comprehensive draft for a District-wide staffing plan.

Project #2 - Develop and implement a comprehensive on-boarding process to better support the colleges.

Project #3 - Create and Implement a new on-boarding process through NeoGov that links to Banner.

Project #4 - Work with District IT to facilitate Role Based Access Control for new employees that ties to position not person.

Project #5 - Oversee the organization of and project management for the Chancellor's Process Improvement Teams.

Term: April 1, 2016 – March 31, 2017

Fiscal Impact: Not to Exceed \$100,000. \$47.89 per hour for up to 40 hours per week pursuant to SS Salary Schedule, range 15.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain:

None

21.05 GWC - Independent Contractor

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Amendment to the Independent Contractor Agreement for Priscilla Goodrich to coordinate and administer Certified Nurse Assistant exams, and to hire, train and pay qualified testing staff in Los Angeles, Ventura and Riverside Counties. The Amendment was to increase the amount from \$70,000 to \$95,000 to cover expenses of nurse assistant exams during the period of March 1-June 30, 2016. (Prior Board action: July 15, 2015).

Term: July 1, 2015 – June 30, 2016

Fiscal Impact: NTE \$95,000 for RHORC RTC Trust funds.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain: None

22.00 Ratification/Approval of General Items of Business

22.01 DIS – Approval of Employment Agreement (Madjid Niroumand)

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Employment Agreement with Madjid Niroumand, OCC, to serve as Vice President of Student Services, commencing on April 1, 2016 and ending on June 30, 2017. Compensation to be \$152,586 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 Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent: Abstain: None None

22.02 DIS – Approval of Employment Agreement (Larry Valentine)

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Employment Agreement with Larry Valentine, to serve as Director of Mental Health Services, commencing on April 18, 2016 and ending on June 30, 2017. Compensation to be \$101,066 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 Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain:

None

23.00 Resolutions

23.01 Resolution #16-07 of the Board of Trustees to Name the Orange Coast College Garrison Honors Center was heard earlier in the agenda.

23.02 Resolution #16.08 of the Board of Trustees in Support of Propositon 30 Extension

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #16.08 in support of Proposition 30 Extension.

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes:

None

Absent:

None None

Abstain:

24.00 Policy Implementation/Administrative Procedure Ratification

24.01 DIS - Approval/Ratification BP/AP 3550 Drug Free & Drug & Alcohol Abuse Prvt Prgm; BP/AP 3710 Securing Copyright; BP/AP 3750 Use of Copyrighted Materials; AP 4105 Dist Ed

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the following Board Policies and ratify the Administrative Procedures:

Chapter 3. General Institution

BP 3550 Drug Free Environment and Drug and Alcohol Abuse Prevention Program – Revision

AP 3550 Drug Free Environment and Drug and Alcohol Abuse Prevention Program - New

BP 3710 Securing of Copyright - Revision

AP 3710 Securing of Copyright - Revision

BP 3750 Use of Copyrighted Materials - Revision

AP 3750 Use of Copyrighted Materials - Revision

Chapter 4. Academic Affairs

AP 4105 Distance Education - new

Motion carried with the following vote:

Ayes:

Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Cronk

Noes: Absent: Trustee Moreno

Absent.

None

Abstain:

None

25.00 Informative Reports II

25.01 Report from the Chancellor

There was no report from the Chancellor.

25.02 Reports from the Presidents

The following College Presidents provided reports to the Board:

Dr. Vince Rodriguez on behalf of Dr. Lori Adrian, Coastline Community College

Dr. Dennis Harkins, Orange Coast College

Mr. Wes Bryan, Golden West College

25.03 Reports from Academic Senate Presidents

The following Academic Senate Presidents provided reports to the Board:

Ms. Margaret Lovig, on behalf of Ms. Ann Holliday, Coastline Community College

Ms. Martie Ramm Engle, Golden West College

Mr. Lee Gordon, Orange Coast College

25.04 Reports from Presidents of Employee Representative Groups

The following Presidents of Employee Representative Groups provided reports to the Board:

Ms. Ann Holliday, Coast Federation of Classified Employees (CFCE)

Ms. Rozanne Capoccia-White, Coast District Management Association (CDMA)

25.05 Reports from the Board of Trustees

Trustees provided individual reports.

26.00 Close of Meeting

26.01 Adjournment

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to adjourn the meeting at 7:32 p.m. in memory of Ms. Jane Hilgendorf, Mr. Tony Aguilar and Mr. Jim de Boom.

Motion carried with the following vote:

Ayes:

Trustees Prinsky, Grant, Hornbuckle, Patterson, Moreno and Cronk

Noes:

None

Absent:

None

Abstain:

None

Julia 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	. 16-26

CLOSED Session 04/06/16 Board

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

Coastline Community College

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

<u>Name</u>	Start Date	End Date	Pay Type	Pay Rate per Stud	<u>lent</u>
Sampson, Kevin	02/29/16	<u>Date</u> 05/29/16	MIL	\$48.20	
Golden West College					
DEPARTMENT CHAIR Name	Start Date	End Date	Pay Type	Pay Rate per	<u>Discipline</u>
Chapman, Nina	02/01/16	<u>Date</u> 05/29/16	IUM	<u>LHE</u> \$1567.00	Social Science
Reyna, Edward	01/11/16	05/26/16	IUM	\$1567.00	Cosmetology
MATH ASSESSMENT Name Bouzar, Pete	<u>Start Date</u> 01/30/16	End Date 05/29/16	Pay Type EXM	Pay Rate per Hr \$45.07	
DEVELOPMENTAL MANAME Alemansour, Gita Ausmus, Brandon Ausmus, Elizabeth Barsha, Anthony Denaro, Kameryn Huynh, Dwan Khakbazan, Maram Korneff, Deborah	TH MEETING Start Date 02/25/16 02/25/16 02/25/16 02/25/16 02/25/16 02/25/16 02/25/16 02/25/16	End Date 02/26/16 02/26/16 02/26/16 02/26/16 02/26/16 02/26/16 02/26/16	Pay Type EXM EXH EXH EXH EXH EXH EXH EXH EXH	Pay Rate per Hr \$45.07 \$35.00 \$35.00 \$35.00 \$35.00 \$35.00 \$35.00 \$35.00 \$35.00	
Oveisi, Amirali Ritter, Kerry Tucker, Mark Vu, Derrick	02/25/16 02/25/16 02/25/16 02/25/16	02/26/16 02/26/16 02/26/16 02/26/16	EXH EXH EXH EXH	\$35.00 \$35.00 \$35.00 \$35.00	

BASIC SKILLS INITIATI Name	<u>VE</u> <u>Start Date</u>	End Date	Pay Type	Pay Rate per Hr
Denaro, Kameryn	02/01/16	05/29/16	EXH	\$35.00
AUDIO RECORDING S	TUDIO Start Date	End Date	Pay Type	<u>Pay Rate per</u> Hr
Kubis, Jon-Michael	02/04/16	03/31/16	EXH	\$35.00
COSMETOLOGY COOL Name	RDINATOR Start Date	End Date	Pay Type	Pay Rate per Hr
Reyna, Edward	01/11/16	05/26/16	EXM	\$45.07
SAFE ZONE ALLY TRA	INING Start Date	End Date	Pay Type	Pay Rate per Hr
Hortua, Giovanni	03/18/16	03/19/16	EXH	\$35.00
RECRUITMENT TO CO Name	MPLETION CO Start Date	<u>End</u>	Pay Type	Pay Rate per Hr
			Pay Type EXH	Pay Rate per Hr \$35.00
<u>Name</u>	Start Date	End Date		<u>Hr</u>
Name Patapoff, Jessica	<u>Start Date</u> 01/30/16	End Date 05/29/16	EXH	<u>Hr</u>
Name Patapoff, Jessica Orange Coast College	<u>Start Date</u> 01/30/16	End Date 05/29/16 ENTATION End		Hr \$35.00 Pay Rate per
Name Patapoff, Jessica Orange Coast College ICEBERG SERIES PRE	Start Date 01/30/16 P AND PRESI	End Date 05/29/16 ENTATION	EXH	<u>Hr</u> \$35.00
Name Patapoff, Jessica Orange Coast College ICEBERG SERIES PRE Name Basile, Carol Basile, Carol Basile, Carol Basile, Carol Basile, Carol STUDENT EQUITY	Start Date 01/30/16 P AND PRESI Start Date 12/02/15 01/12/16 02/03/16 02/18/16	End Date 05/29/16 ENTATION End Date 12/16/15 01/20/16 02/17/16 02/19/16	EXH Pay Type EXH EXH EXH EXH EXH	Hr \$35.00 Pay Rate per Hr \$35.00 \$35.00 \$35.00 \$45.90
Name Patapoff, Jessica Orange Coast College ICEBERG SERIES PRE Name Basile, Carol Basile, Carol Basile, Carol Basile, Carol Basile, Carol Basile, Carol	Start Date 01/30/16 P AND PRESI Start Date 12/02/15 01/12/16 02/03/16	End Date 05/29/16 ENTATION End Date 12/16/15 01/20/16 02/17/16	EXH Pay Type EXH EXH EXH	Hr \$35.00 Pay Rate per Hr \$35.00 \$35.00 \$35.00

2. Ratification of Appointment of Substitutes, Academic Staff

End

Date

05/29/16

Start Date

02/01/16

Pay Type

UNT

Pay Rate per

Hr \$86.83

Part time Faculty Substitutes

<u>Name</u>

Pham, Hue

PART-TIME COUNSELING

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

McLaren, Shane Michaelson, Ronny Ray, Kelly Thach, Amy Weiss, Tracey

Orange Coast College

Cortes, Mabel
Dyer, Kathryn
Herman, Allen
Johnston, Donald
Ketcham, Justin
Nguyen, Thu-Kim
Rodriguez, Hipolito

3. Approval of Appointment of Full Time Faculty

In accordance with Board policies and procedures, the following academic staff are recommended for appointment for service. 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:

<u>Name</u>	LOC	<u>Title</u>	<u>Start</u> Date	<u>Plcmt</u>	<u>Vacancy</u> <u>#</u>
Nguyen, Diem	GWC	Counselor	07/01/16	Q-III-06	2-G-17
Fong, Nancy	GWC	Counselor, Puente/General	07/01/16	Q-III-09	9-G-17
Dutz, Kay	GWC	Instructor, Chemistry	08/29/16	A-V- 07+Doc	10-G-17
Koch, Natalie	GWC	Instructor, Transfer-level, Math/Statistics	08/29/16	A-II-07	11-G-17
Raskin, Debra	OCC	Instructor, Mathematics	08/29/16	A-I-01	13-0-17
Carter, John	OCC	Instructor, Aviation Maintenance	08/29/16	A-I-01	6-O-17
Lovegreen, Alan	OCC	Instructor, English	08/29/16	A-V- 07+Doc	12-0-17
Stuart, Andrew	OCC	Instructor, English	08/29/16	A-I-01	17-0-17
Hellman, Amy	occ	Instructor, Chemistry	08/29/16	A-V- 06+Doc	7-0-17
Volkoff, Cora	occ	Instructor, Digital Media Arts & Design	08/29/16	A-I-01	9-0-17
Wells, Julie	OCC	Instructor, Microbiology	08/29/16	A-I-01	14-0-17

Revision to Revise Column upon Presentation of Additional Education

Name	LOC	<u>Title</u>	Start	<u>Plcmt</u>	<u>Vacancy</u>
Horan, Elizabeth	CCC	Librarian	<u>Date</u> 04/01/16	A2-V-07	# 8-C-16

From A2-IV-07

4. Ratification of Appointment of Part Time Faculty

It is recommended that the following assignments be ratified:

SPRING

Appointments 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.

Coastline Community College

<u>Name</u>	<u>LHE</u>
Jaeger, Nancy	0.904
Nicol, Donna	3.000
White, Elizabeth	4.520

Golden West College

<u>Name</u>	LHE
Finnesand, Nicole	4.490
Ibarra, Ruben	3.000
Kim, Ellen	0.420
Munoz, Paul	1.260
Nielsen, Donovan	10.00
Raitt, Donovan	0.830
Skidmore, Adepeju	0.800
Teague, Joshua	1.600
Tumbas, Nancy	1.600

Orange Coast College

Name Anderson, Dennis Bishop, Dennis Broberg, Scott Bryant, John Buckley, Naomi Grace Gutierrez, Victor Herman, Allen Lombard, Mary Lopez, Carl	LHE 0.554 0.277 0.831 1.062 0.600 3.000 2.813 3.200 1.700
and the state of t	
Herman, Allen	2.813
Lopez, Carl	1.700
Montgomery, Norman	0.167
Peters, Jennifer	0.277
Sabori, Sibley	1.390
Strobel, Jacqueline	2.000

Tsutsumida, Damian 1.885 Vandervis, Melinda 3.000

The following <u>GWC</u> Part-time Police Academy Instructors to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the 2015-16 school year for the period 02/01/16 to 06/3016, not to exceed 498 hours:

Tidrick, Brian

5. Approval of Appointment of Educational Administrators

In accordance with Board policies and procedures, the following academic administrative staff are recommended for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed.

<u>Name</u>	LOC	<u>Title</u>	Contract Dates	<u>Plcmt</u>	Vacancy
Nazarenko, Larissa	occ	Dean, Visual & Performing Arts	06/06/16 to 06/30/17	D-34- 05	30-O-16

Temporary Assignments

<u>Name</u>	LOC	<u>Title</u>	Contract Dates	<u>Plcmt</u>
Francus, Stanley	OCC	Special Assistant to the	04/01/16 to	D-38-
× -		President	06/30/16	05+Doc
Hicks, Ricky	GWC	Temporary Dean, Criminal	04/04/16 to	D-34-03
5.		Justice Training Center 60%	06/30/16	
		FTE		

Revise Start Date and Step Placement

<u>Name</u>	LOC	<u>Title</u>	Contract Dates	<u>Plcmt</u>	<u>Vacancy</u>
Niroumand, Madiid	occ	Vice Pres Student Serv	04/01/16 to 06/30/17	D-38- 05+Doc	31-O-16
From 04/04/16 an	d from st		00/00/11	00 200	

Administrator Reappointment

<u>Name</u>	<u>LOC</u>	<u>Title</u>	Contract Dates	<u>Plcmt</u>
Groot, Joycelyn	CCC	Exec/Dean Military Educ	07/01/16 to	D-35-
			06/30/18	06

Recommendations for reappointment 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

This administrator has completed the evaluation process, the results have been reviewed by the Chancellor, and the Chancellor recommends the reappointment 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>	LOC	<u>Title</u>	Start Dt	<u>Plcmt</u>	<u>Vacancy</u> #
Akins, Renaté	CCC	Director, Human Resources	04/25/16	G-28-04	<u>т</u> С-025-16
Ricks, Michael	OCC	Grounds Supervisor	04/07/16	G-12-04	O-035-16

7. Approval of Appointment of Classified and Confidential Staff

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

<u>Name</u>	LOC	<u>Title</u>	Start Dt	Plcmt	Vacancy #
Boscamp, Thomas	CCC	Veteran's Resource Center Specialist	04/07/16	E-46- 03	# C-026-16
Soto, Veronica	GWC	Staff Aide-International and Intercultural Program	04/12/16	E-48-	G-015-16
Cobian, Gabriel	DIST	IT Services Analyst	04/07/16	E-61- 05	D-010-16
Du, Kevin	DIST	IT Services Analyst	04/07/16	E-61- 01	D-011-16
Krikorian, Joanne	DIST	Office Coordinator – Human Resources	04/07/16	E-42- 04	D-018-16
DeSalvo, Kathleen	DIST	Internal Audit Coordinator	05/16/16	E-56- 01	D-017-16
Humerian, Katie	OCC	Instructional Support Specialist	04/11/16	E-50- 01	O-038-16
Page, Elizabeth	occ	Staff Specialist-Office of Instruction	04/07/16	E-50- 01	O-047-16
Wood, Alexia	OCC	Allied Health Program Assistant	04/11/16	E-52- 02	O-048-16
Tran, Tuongvan	OCC	Accounting Analyst	04/11/16	E-60- 03	O-041-16
Confidential					
<u>Name</u>	LOC	<u>Title</u>	Start Dt	<u>Plcmt</u>	Vacancy #
Daniels, Jennifer	DIST	Exec Assist to the Vice Chancellor of Educational Services & Technology	04/07/16	J-58- 02	<u>#</u> D-019-16

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

None.

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:

Name	LOC	<u>From</u>	To	Start Dt	End Dt	<u>Plcmt</u>
Russell, Anita	CCC	Adm & Rec	Adm & Rec	01/01/16	06/30/16	E-48-02
		Tech II	Tech III			

Extension of End Dates for Out of Class Assignments

<u>Name</u>	LOC	<u>From</u>	<u>To</u>	<u>Action</u>	<u>Plcmt</u>
Dluzak, David	GW	Graphic Designer	Web Master	Extend from	E-59-04
	C	•		03/31/16 to	
				06/30/16	

10. Ratification of Project-Specific Assignment, Classified Staff

It is recommended that the following changes for Classified Staff working in a Project-Specific Assignment (7.5% differential) be ratified:

<u>Name</u>	LOC	<u>Title</u>	Project-Specific Assignment	Start Dt	End Dt	<u>Plcmt</u>
Carrizo,	GW C	Staff Assistant	Facility Projects	03/17/16	06/30/16	E-52- 05
Michael Higgins,	GW	Adm Assist	Behavioral Assessment	03/17/16	06/30/16	E-55-
Minnie	С	to the Vice Pres	Team			05
O'Steen, Kelly	CCC	Adm & Rec Tech III	Training for TES(Transfer Eval System)	09/01/15	06/30/16	E-48- 05
Romero, Patricia	occ	Acctg/Fiscal Support	Analyst Duties	01/31/16	04/30/16	E-52- 04
Schulte, Rita	occ	Acctg/Fiscal Specialist	Analyst Duties	12/31/15	03/31/16	E-52- 05
Shimizu, Craig	OCC	Instruc Assoc	Division Support Project	02/10/16	03/31/16	E-48- 05
Tiger, Linda	DIST	Receptionist	Professional Development Liaison	03/08/16	none	E-38- 05
Yagerman, Christopher	occ	Reprographic s Tech	Adm Svcs Support Duties	03/01/16	05/31/16	E-42- 03

11. 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.

Name	LOC	Start Date	End Date	Funding Source	<u>Days to</u> <u>Work as</u> Assigned
Ortega, Lorena	GWC	03/18/16	03/19/16	813001- 361801	M,T,W,Th,F
Ramirez, Elizabeth	occ	02/16/16	06/30/16	110001- 249002	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>	LOC	Start Date	End Date	Funding Source	Days to Work as Assigned
Chen, Anna	OCC	06/10/16	07/29/16	110030- 204802	M,T,W,Th,F
Dawood, Nora	OCC	03/07/16	06/30/16	812001- 201592 110001- 201591	M,T,W,Th,F
DeMar, John	OCC	03/14/16	06/30/16	812001- 201592 110001- 201591	M,T,W,Th,F
Drake, Susan	occ	06/10/16	07/29/16	110030- 204802	M,T,W,Th,F
Hart, Kathy	occ	06/10/16	07/29/16	110030- 204802	M,T,W,Th,F
Jordan, Judith	OCC	06/10/16	07/29/16	110030- 204802	M,T,W,Th,F
Kumar, Kunaal	OCC	06/10/16	07/29/16	110030- 204802	M,T,W,Th,F
Lannom, Ryan	occ	02/18/16	06/30/16	124412- 246000	M,T,W,Th,F

Matsuo, Nora	occ	02/16/16	05/25/16	120113- 287583	M,T,W,Th,F
Paulino, Peter	occ	03/07/16	06/30/16	812001- 201592 110001- 201591	M,T,W,Th,F
Pham, Hannah Mai	CCC	04/07/16	06/30/16	110001- 804513	M,T,W,Th,F
Qadri, Wahida	occ	06/10/16	07/29/16	110030- 204802	M,T,W,Th,F
Quinlan, Amanda	occ	02/18/16	06/30/16	124412- 246000	M,T,W,Th,F
Rodnunsky, Hannah	occ	03/07/16	06/30/16	110001- 200701	M,T,W,Th,F
Sabins, Anthony	occ	02/05/16	06/30/16	110001- 201501	M,T,W,Th,F
Shaat, Karam	occ	03/07/16	06/30/16	812001- 201592 110001- 201591	M,T,W,Th,F
Sharp, Cara	OCC	03/14/16	06/30/16	812001- 201592 110001- 201591	M,T,W,Th,F
Vo, William	occ	02/18/16	06/30/16	124412- 246000	M,T,W,Th,F
Vu, Quyen	occ	03/03/16	05/25/16	120113- 257583	M,T,W,Th,F
Zamora, Roland	occ	03/07/16	06/30/16	110001- 201701	M,T,W,Th,F

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>	LOC	Start Date	End Date	Funding Source	<u>Days to</u> Work as
Phelan, Elizabeth	occ	03/17/16	06/30/16	127001- 261302	Assigned 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>	LOC	Start Date	End Date	<u>Funding</u> <u>Source</u>	Days to Work as
Fradella, Garrison	occ	03/10/16	06/30/16	812015- 263750	<u>Assigned</u> M,T,W,Th,F

Gama, Sonia	occ	02/10/16	06/30/16	812020- 205401	M,T,W,Th,F
Garcia, Andrew	occ	01/15/16	06/30/16	812020- 205405	M,T,W,Th,F
King-Robinson, Kristy	occ	03/08/16	06/30/16	812030- 212702 812030- 212723	M,T,W,Th,F
				812010- 266851	
Lagunas Torres, Jessica	occ	12/18/15	06/30/16	812010- 266851	M,T,W,Th,F
				812030- 212702 812030-	
Moran, Jasslynn	occ	02/08/16	06/30/16	212723 330001- 259101	M,T,W,Th,F
Nguyen, Duc Tin Thi	occ	02/10/16	06/30/16	812020- 205401	M,T,W,Th,F
Norman, Bruce	GWC	03/21/16	06/30/16	110001- 385201	M,T,W,Th,F
Ojeda, Lucela	OCC	03/08/16	06/30/16	812030- 212702	M,T,W,Th,F
				812010- 266851	
Wooden, Samantha	occ	03/07/16	06/30/16	330001- 259101	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.

Name	LOC	Start Date	End Date	<u>Funding</u> <u>Source</u>	<u>Days to</u> <u>Work as</u> Assigned
Marcin, Christine	occ	01/10/16	05/15/16	120113- 257583	M,T,W,Th,F
Monday, Michael	GWC	06/01/16	06/30/16	813001- 317116	M,T,W,Th,F
Van Ness, Hillary	GWC	01/29/16	06/30/16	124006- 361520	M,T,W,Th,F

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, or to fill a vacancy during recruitment for the time frame noted below.

<u>Name</u>	LOC	Start Date	End Date	Funding Source	Days to	
					Work as	
					Assigned	

12. Ratification of Appointment of Substitute Classified

None.

13. 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.

Golden West College

Bibi, Mosstafa Canongo, Araceli Changizian, Neil Gibson, Vanessa Huynh, Ngoc Duong Bao Ibarra, Crystal Kealoha, Tiana Kennan, Kyle Leaf-Blandino, Shawntel Martinez, Kristina Ines Nguyen, Derick Nguyen, Vu Huong Obaid, FNU Quiroz, Luis Rodriguez, Emely Tran, Phuong White, Jacqueline

Orange Coast College

Andreassa, Andre
Flores, Enzo
Gil, Min Sig
Koepke, Yvonne
Levi, Jules Marc Antoine
Medina, Gabriela
Nguyen, Thao
Pham, Tori
Schwegler, Tahina
Skliarova, Ksenia
Tran, Tai
Yang, Gufeng
Yim, Hannah
Zarzur, Melanie