

REGULAR MEETING/STUDY SESSION

MINUTES*

Board of Trustees

Coast Community College District

District Board Room

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

Wednesday, October 18, 2016

A Regular Meeting/Study Session of the Board of Trustees of the Coast Community College District was held on October 18, 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 Eichman joined the meeting at 6:00 p.m.
Trustees Absent:	None

1.03 Public Comment (Items on Closed Session 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. 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)

b. Public Employee Discipline/Dismissal/Release

(Pursuant to *Government Code* Section 54957)

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

1. Approval of Special Assignments, Academic Staff
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Full-time Faculty
4. Ratification of Appointment of Part-time Faculty
5. Approval of Appointment of Educational Administrators
6. Approval of Appointment of Classified Management
Director, Student Life and Leadership Development
Interim, District Director, Board Operations/Secretary of the Board
7. Approval of Appointment of Classified Staff
Accounting Technician Sr.
Secretary Sr.
Guidance Assistant
Administrative Assistant to the Vice President
Office Coordinator
Instructional Associate – Success Center/Math
Computer Center Assistant
Child Care Center Assistant
Instructional Associate – Airframe/Powerplant
Accounting Assistant II
Groundskeeper Lead
Admissions and Records II
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
9. Ratification of Temporary Out of Class Assignments, Classified Staff

Military/Contract Educ Tech III
Student Financial Aid Accounting
Student Leadership Coordinator

10. Ratification of Project-Specific Assignment, Classified Staff
Administrative Assistant to the Vice President
Military/Contract Educ Tech, Intermediate
Staff Specialist

11. Ratification of Appointment of Short Term Hourly Staff

12. Ratification of Appointment of Substitute, Classified Staff

13. Ratification of Appointment of Student Workers

d. Conference with Legal Counsel: Existing Litigation

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

City of Huntington Beach et al. vs. California Director of Finance et al., California
Court of Appeal Case No. C076809

City of Fountain Valley et al. vs. Matosantos et al., California Court of Appeal Case
No. C081661

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., Equal Opportunity
Commission 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

Reginald Lewis vs. Coast Community College District et al., Department of Fair
Employment and Housing Case No. 359115-125003

Heidi Mattingly-Viers vs. Coast Community College District, Orange County
Superior Court Case No. 30-2015-00819631

John Merzweiler vs. Houlihan et al., California Court of Appeal Case No. G052806

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

Constance George vs. Coast Community College District et al., Orange County
Superior Court Case No. 30-2016-00865168

Emma Adams vs. Coast Community College District et al, Department of Fair
Employment and Housing Case No. 758894-221724

e. 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 a claim by TRC Aviation.

1.05 Reconvene to Open Session

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

1.06 Pledge of Allegiance

Student Trustee Eichman led the Pledge of Allegiance.

1.07 Report of Action in Closed Session

General Counsel, Dr. Jack Lipton, reported the following action from Closed Session:

For **Item. 1.04 c. Public Employment**, on a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve all personnel items as amended. (See Appendix pages 18-24)

Motion carried with the following vote:

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

For **Item 1.04 e. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Patterson, seconded by Trustee Moreno, the Board unanimously approved the settlement agreement with TRC Aviation.

Motion carried with the following vote:

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

1.08 Public Comment

Mr. Quintin Powell, Mr. Ray Cotter, Ms. Ginny Regnier, Ms. Sandy Whiteside, Mr. Bruce Smith, Mr. Randy Brown, Mr. Nate Banditelli, Ms. Ann Nicholson, and Ms. Kym Carroll addressed the Board at this time.

1.09 Acceptance of Retirements

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

Mary Ann Spears, OCC, Staff Aide, retirement effective December 30, 2016
On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to accept the retirement.

Motion carried with the following vote:

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

2.00 Informative Reports

2.01 Faculty/Student/Program Highlight

Dean Albert Gasparian and students Trevor Robison, Cole Williams, Shilo Chow and Alex Crain highlighted Golden West College's "The Student Athlete".

2.02 DIS – Student Loan Default Rates

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban, gave a presentation to the Board on Student Loan Default Rates, and responded to Trustees' questions.

2.03 DIS – Report on 50% Law Compliance for 2015-2016 Fiscal Year

Vice Chancellor of Administrative Services and Finance, Dr. Andy Dunn, gave a presentation to the Board on the 50% Law Compliance for the 2015-2016 Fiscal Year.

2.04 DIS – Full-time Faculty and Related Information Report and Recommendation

Vice Chancellor Serban provided information to the Board on employees and faculty, and made a recommendation on full-time faculty hiring for fall 2017.

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to accept Staff's recommendation for new full-time faculty hiring for fall 2017 (OCC -3, GWC – 2, CCC – 1).

Motion carried with the following vote:

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

2.05 DIS – Additional Funding Source for District-Wide Pick-up of Solid and Organic Waste for Disposal: Bid No. 2092

The Board approved a contract with CR&R, Inc. in the amount of \$80,831.60 on September 21, 2016 for the District-wide pick-up of Solid and Organic Waste for Disposal Project, Bid No. 2092. The purpose of this contract was to render District-wide services for the pick-up and disposal of solid waste, recyclables, and organic materials in compliance with the California Integrated Waste Management Act, AB 939. The source of funds originally designated for these services were cited to be paid solely with General Funds. As these services were being used by the college Swap Meets, designated funds would also include funds from the Enterprise Corporation.

Fiscal Impact: \$80,831.60 (General Funds and Enterprise Corporation Funds)

3.00 Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

The Board reviewed upcoming Board Meeting dates.

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

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

3.03 Board Directives Log

The Board reviewed the Board Directives Log.

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to add two items to the monthly Board Log, and asked the Chancellor to determine due dates:

1. A report showing the number of full-time faculty by length of time employed by the District (in 5, 10, 15, 20 year increments).
2. Additional information on the Perkins Act.

Motion carried with the following vote:

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

**3.04 DIS - Board Policies and Administrative Procedures for First Reading
AP 5013 Students in the Military; BP/AP 6320 Investments; BP/AP 6330
Purchasing; AP 6902 Cash Receipt and Handling**

The following Board Policies and Administrative Procedures were brought for first reading, and would be returned to the next agenda for action.

Chapter 5. Student Services

AP 5013 – Students in the Military-Revision-Associated with BP 5015
Residence Determination

Chapter 6. Fiscal Affairs

BP 6320 Investments-Revision
AP 6320 Investments-Review, no suggested changes
BP 6330 Purchasing- Revision
AP 6330 Purchasing- Revision
AP 6902 Cash Receipt and Handling- New, associated with BP 6300 Fiscal
Management

4.00 Consent Calendar (Items 5.01 – 17.01)

Item 13.01 DIS - Personnel was pulled for discussion.

On a motion by Trustee Prinsky, seconded by Trustee Moreno, 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 Eichman
Noes:	None
Absent:	None
Abstain:	None

Item 13.01 DIS – Personnel, Item 1 on a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve this item.

Motion carried with the following vote:

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

Item 13.01 DIS – Personnel, Items 2-5, on a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve these items as amended.

Motion carried with the following vote:

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

18.00 Discussion Calendar

19.00 Revenue Generating Agreements/Contracts Over \$87,800

19.01 DIS – Funded Programs

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve a revision to a previously approved funded program. **Orange Coast College (OCC)** received an amendment to the California Department of Education, Child Development Division grant titled, **“Harry & Grace Steele Children’s Center California State Preschool Program Grant (CSPP-5306).”** The Children’s Center received funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. This funding provided child care services for preschool children ages 3-5 years of low-income students enrolled in a minimum of 6 units while attending OCC, Golden West College or Coastline Community College. This amendment increased the value of a closed contract to allow OCC to receive reimbursement for a higher number of student-parents and children served during the 2015-2016 school year.

Fiscal Impact: OCC received ~~\$140,830~~ \$211,830 for the period July 1, 2015 to June 30, 2016. No matching funds required.

Original Board Date: March 16, 2016

Motion carried with the following vote:

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

20.00 Approval of Non-Standard Agreements in Excess of \$87,800

20.01 CCC – Approval of Non-Standard Agreements with Neopost USA and Mail Finance, Inc.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Non-Standard Agreements with Neopost USA and Mail Finance, Inc. for WSCA/NASPO Value Point Contract # ADSP011-000004114-4 for the term November 1, 2016 – October 31, 2021. Equipment Description: Digital Mailing System, EMS Multi Carrier Shipping & Accounting License w/ PC Workstation, Scale, Printer, Folder/Inserter, Mach 5 Digital Color Printer w/ conveyor/console, WTS – Web Tracking Solution w/ scanners/printers, Digital Color Matching Software and Satori Bulkmailer w/ Geocoding.

Fiscal Impact: \$176,886. 5 annual payments to be paid upon approval of annual invoices received. Year 1 - \$27,924.72; Year 2 - \$37,240.32; Year 3 - \$37,240.32; Year 4 - \$37,240.32; Year 5 - \$37,240.32

Motion carried with the following vote:

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

21.00 Ratification/Approval of General Items of Business

21.01 CCC – Approval of Lease Amendment No. 8 to the Non-Standard Agreement with the United States of America

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Lease Amendment No. 8 to the existing Non-Standard Agreement with the United States of America (General Services Administration).

General Services Administration (GSA) approved Lease Amendment No. 8 in the amount of \$13,054.25, for the District to reimburse Paracon Construction for surety bond fees paid by the Contractor for construction work being performed on the project. Upon District approval of this Amendment No. 8, GSA would pay the District this sum, as fiscal agent, for payment to Paracon Construction. The United States of America (Social Security Administration) was an existing Lessee with the Coast Community College

District (Coastline Community College) for office space located at 17075 Newhope Street, Fountain Valley, CA 92708. The Social Security Administration was updating its facility safety and security infrastructure in accordance with Federal Government requirements. As the District paid for all architectural costs incurred for tenant improvements relating to federally required safety modifications to the leased premises, approval of this amendment allowed for reimbursement to the District. Approval of Amendment No. 8 to the lease agreement would reimburse the District the sum of \$13,054.25 for surety bond fees.

Term: No change in term to lease agreement – reimbursement only.

Fiscal Impact: Reimbursement of \$13,054.25 for District to reimburse Paracon Construction for surety bond fees.

Motion carried with the following vote:

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

21.02 DIS - Approval Change Order No. 1; Golden West College Parking Lot Signage Project; Bid No. 2057

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve Change Order; No. 1 for Golden West College Parking Lot Signage Project; Bid No. 2057. The Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

On June 17, 2015, the Board authorized Sign Excellence contract in the amount of \$664,368 for the Golden West College Parking Lot Signage Project. Changes are as follows:

Contractor: Sign Excellence

Final contract closeout and credit for unused allowance.

Change Order Amount: -<\$35,000>

Original Contract Amount: \$664,368

Total Change Orders: -<\$35,000> (5.27% Decrease)

Fiscal Impact: -<\$35,000> (GWC- Capital Outlay Funds)

Motion carried with the following vote:

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

21.03 DIS - Non-Standard Agreement: Grand Canyon Education Inc., dba Grand Canyon University (GCU)

Chancellor Weispfenning provided a brief report to the Board on Grand Canyon University as requested at the last Board Meeting. On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the Non-Standard Agreement with Grand Canyon Education Inc., dba Grand Canyon University (GCU) for the term October 19, 2016 – October 18, 2019. Grand Canyon University would offer a 10% off scholarship to Coast CCD employees and alumni for online or evening cohort Bachelor's, Master's or Doctoral degree programs and single course/non-degree courses offered by GCU.

Fiscal Impact: No cost to District

Motion carried with the following vote:

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

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to add an item to the monthly Board Log for early 2017 for a report from the Chancellor on our policy for reimbursing employees for attendance at for-profit institutions, and the amount we have paid to date.

Motion carried with the following vote:

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

21.04 DIS – Amendment to Standard Agreement with DynTek Services, Inc.

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Amendment to the existing Standard Independent Contractor Agreement with DynTek Services, Inc.

On June 15, 2016 the Board approved a Standard agreement with DynTek Services, Inc. to assist the Senior Director of IT with project management services and technical recommendations regarding information technology projects and solutions. District Information Technology had used these management services for a large number of complex infrastructure projects under way and planned throughout the District. To meet the increasing demand for multiple infrastructure projects, the existing agreement needed to be amended to add additional funds required to complete ongoing projects. Dyntek would provide services on a time and material basis as required to manage projects for the term-code repair, hosting migration, and data center move. Billing for services would only be for actual services rendered. This support assured a timely response to issues, vendor and functional staff coordination and project reporting. The original agreement cited a term of June 16, 2016 to December 16, 2016 in the amount of \$79,200.

Term: June 16, 2016 to December 31, 2016.

Fiscal Impact: \$100,000 to be added to the original contract amount of \$79,200. New contract total amount not to exceed \$179,200 to be billed at an hourly rate of \$150 per hour to be paid from General Funds.

Motion carried with the following vote:

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

21.05 DIS - Approval of Employment Agreements (Victoria A Lugo, OCC and Shannon D. Quihuiz, OCC)

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the following employment agreements:

Victoria A. Lugo to serve as Interim Dean of Students at Orange Coast College commencing on September 26, 2016 and ending on January 19, 2016. Compensation to be \$114,084 annually based on the appropriate step

placement and based on working 80% per week. The Board President, or designee, was authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. The appointment of Victoria's position was approved at the September 21, 2016 Board meeting.

Shannon D. Quihuiz to serve as Associate Dean, Title IX & Student Relations at Orange Coast College commencing on October 10, 2016 and ending on June 30, 2018. 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. The appointment of Shannon's position was approved at the September 7, 2016 Board meeting.

Motion carried with the following vote:

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

22.00 Policy Implementation/Administrative Procedure Ratification

22.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification BP/AP 3901 Electronic Information Security; BP/AP 5040 Student Records, Directory Information, and Student Privacy; AP 5045 Student Records - Challenging Content and Access Log; BP/AP 5130 Financial Aid; BP/AP 6322 Employee Indemnity Bonds

Chapter 3. General Institution

BP 3901 Electronic Information Security – New

AP 3901 Electronic Information Security – New (as amended)

Chapter 5. Student Services

BP 5040 Student Records, Directory Information and Privacy - Revision

AP 5040 Student Records, Directory Information and Privacy – New

AP 5045 Student Records - Challenging Content and Access Log – New

BP 5130 Financial Aid - Revision

AP 5130 Financial Aid- Revision

Chapter 6. Fiscal Affairs

BP 6322 Employee Indemnity Bonds- Review, no suggested changes

AP 6322 Employee Indemnity Bonds- Review, no suggested changes

Motion carried with the following vote:

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

22.02 DIS – Board Policy 2715 Code of Ethics for Members of the Board of Trustees

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Board Policy 2715 Code of Ethics for Members of the Board of Trustees as revised.

Motion carried with the following vote:

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

23.00 Approval of Minutes

23.01 Approval of Minutes

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the minutes of the Regular Meeting of September 21, 2016.

Motion carried with the following vote:

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

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve the minutes of the Regular Meeting of October 5, 2015.

Motion carried with the following vote:

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

24.00 Study Session – Accreditation

24.01 DIS – Report and Discussion on Accreditation

Vice Chancellor Serban gave a presentation to the Board that covered:

- The Process and Scope
- The Importance of Accreditation
- The Evaluation Process
- Accreditation Standards Adopted 2014
 - Standard 1: Mission, Academic Quality and Institutional Effectiveness, and Integrity
 - Standard II: Student Learning Programs and Services
 - Standard III: Resources
 - Standard IV: Leadership and Governance
 - Continued and Enhanced Emphasis on Student Learning Outcomes
- Accreditation Eligibility Standards (ERs) and Policies
- ACCJC Policy on Evaluation of Institutions in Multi-College/Multi-Unit Districts or Systems
- Role of Governing Boards in Accreditation
- ACCJC Status and Updates
- Accreditation Cycle for Coast Colleges

In-depth discussion took place. The changes to the standards were reviewed, and it was noted that the next comprehensive accreditation institutional self-evaluations and visits for Coast Colleges would take place in Spring 2019. Trustees discussed the composition of accreditation team groups, the need for greater transparency, and the desire for more faculty and trustee representation. It was agreed that the Board Accreditation Committee should start to meet again at the end of 2017. Safety alert resources were discussed and a report on the use of ReGroup was requested. The Board thanked Dr. Serban for her detailed report and presentation.

25.00 Close of Meeting

25.01 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 8:25 p.m.



Jane Burton
Interim Secretary of the Board

APPENDIX

	Pages
Public Employment.....	18-24

CLOSED Session 10/18/16 Board Approved

1. 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>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Key, Christina	OCC	Counselor DSPS	11/01/16	Q-I-1	33-O-17

2. Ratification of Appointment of Substitutes, Academic Staff

Part time Faculty Substitutes

It is recommended that the following individuals be appointed as substitutes, pursuant to California Ed Code 87482.5, 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 2016-17 academic year.

Orange Coast College

Giddings-Aggleton, Jennifer

Schenk, Lauren

Sproat, Barbara

Williams, Tokiya

Golden West College

Jimmons, Charlotte

Lahham, May

Long, Judith

Ly, Lillian

3. Ratification of Appointment of Part Time Faculty

It is recommended that the following appointments be ratified for:

FALL

Appointments during the period **08/29/16-12/18/16** for GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Golden West College

<u>Name</u>	<u>Discipline</u>
Gilbert, David	Photography
Lara, Jessica	Nursing
Santana, Steven	Physical Education

Orange Coast College

<u>Name</u>	<u>Discipline</u>
Hall Nguyen, Susan	History

4. Approval of Appointment of Educational Administrators

None.

5. Approval of Appointment of Classified Management

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

Interim Assignment

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>
Burton, Jane	DIST	Interim, Dist Dir, Board Operations/Sec of the Board	10/01/16	G-28-03

6. 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>
Nguyen, Hugh	CCC	Guidance Assist 48.75% FTE	10/24/16	E-42-01	C-009-17
Kiefer, Jill	GW C	Adm Assist to the Vice Pres	10/31/16	E-55-04	G-004-17
Hamilton, Alexis	GW C	Office Coordinator (CalWORKs) 50% FTE	10/19/16	E-42-02	G-001-17
Nguyen, Breanna	OCC	Accounting Assistant II	11/02/16	E-44-04	O-007-17
Tiger, Linda	OCC	Admissions & Records II	11/14/16	E-45-02	O-017-17

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

None.

8. 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>
Hayes, Laura	CCC	Mil/Cont Ed Tech Int	Mil/Cont Ed Tech III	08/29/16	12/19/16	E-48-05
Ngo, Cecila	CCC	Fin Aid Spclst	Student Fin Aid Accounting	09/13/16	12/31/16	E-52-04
Nguyen, Julie	OCC	Staff Assistant, Sr	Student Leadership Coord	07/14/16	10/05/16	E-60-04

9. 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>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Franco, Patricia	GW C	Adm Asst to the Vice Pres	Higher level of duties and projects	09/16/16	11/30/16	E-55- 03
Le, Jenny	CCC	Mil/Cont Ed Tech,Int	Higher level of duties	09/13/16	11/30/16	E-45- 05
Wood, Janine	OCC	Staff Specialist	Higher level of duties	10/01/16	01/01/17	E-50- 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>
Gomez Zorilla, Martha	CCC	09/30/16	06/30/17	124157-854502 124027-859603	M,T,W,Th,F
Pham, An	OCC	07/01/16	12/31/16	124135-249304	M,T,W,Th,F
Spoja, Carol	CCC	09/28/16	06/30/17	124418-849412	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>
Capili, Benedick	CCC	09/29/16	06/30/17	110001-804513	M,T,W,Th,F
Cohen, Robert	CCC	07/01/16	06/30/17	110001-801301	M,T,W,Th,F
Covit, Raissa	CCC	10/01/16	06/30/17	110001-870200	M,T,W,Th,F
Henry, Lorraine	OCC	10/17/16	06/30/17	812001-201592 110001-201591	M,T,W,Th,F
Liu, Christopher	OCC	10/10/16	06/30/17	812001-201592 110001-201591	M,T,W,Th,F M,T,W,Th,F
Nguyen, Ngoc Phuong	CCC	09/20/16	06/30/17	110001-804513	M,T,W,Th,F

Nissenson, Len	CCC	10/05/16	06/30/17	110001-801301	M,T,W,Th,F
Pakshir, Behrouz	CCC	10/05/16	06/30/17	110001-804513	M,T,W,Th,F
Sanches, Louise	GWC	09/19/16	06/30/17	110001-347101	M,T,W,Th,F
Schmidt, Michael	OCC	08/30/16	06/30/17	110001-210100	M,T,W,Th,F
Vu, David	GWC	07/01/16	06/30/17	110001-347101	M,T,W,Th,F
Walker, Stacy	OCC	08/30/16	06/30/17	110001-210100	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>
Alvarez Becerra, John	OCC	09/10/16	06/30/17	82020-205401	M,T,W,Th,F
Cruz, Beatriz	OCC	10/11/16	06/30/17	110001-285201	M,T,W,Th,F
Dzida, Albert	CCC	07/01/16	06/30/17	270007-885901	M,T,W,Th,F
Farias, Montserrat	OCC	08/19/16	06/30/17	330001-259101	M,T,W,Th,F
Hernandez, Anthony	GWC	10/10/16	06/30/17	127006-385102	M,T,W,Th,F
Lee, Jason	OCC	10/03/16	06/30/17	812001-201592	M,T,W,Th,F
Lee, Jason	OCC	10/03/16	06/30/17	110001-201591	M,T,W,Th,F
Palminteri, James	GWC	10/10/16	06/30/17	127006-385102	Sat, Sun
Rivera, Maria	OCC	09/10/16	06/30/17	812020-205401	M,T,W,Th,F

Sengdara, Jacob	OCC	09/10/16	06/30/17	812020-205402	M,T,W,Th,F
Solorsa, Jamie	OCC	09/10/16	06/30/17	330001-259101	M,T,W,Th,F
St. Clair, Michelle	OCC	09/10/16	06/30/17	330003-259101	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.

<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>
Gibson, Jason	GWC	11/01/16	06/30/17	120111-357510	M,T,W,Th,F
Mossadak, Kawtar	OCC	09/19/16	06/30/17	330003-259101	M,T,W,Th,F
Nguyen, Ngoc Mai	OCC	09/10/16	06/30/17	812025-240023	M,T,W,Th,F
Pastore, David	GWC	11/01/16	06/30/17	120111-357510	M,T,W,Th,F
Van Ness, Hillary	GWC	07/01/16	06/30/17	124006-361200	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

Cao, Timmothy

Keuilian, Krista

Leones, Alyssa

Tran, Duyen

Golden West College

Amin, Lana

Flores, Edwin

Griffiths, Colin

Guzman, Ricardo

Lam, Maximilian

Lopez, Joshua

Morgan, Samantha

Ngo, Theresa

Pham, Tuan

Ramos, Yesenia

Ronquillo, Maxwell

Salazar, Elizabeth

Santos, Asintly

White, Zackery

Wilson, Casey

Orange Coast College

Cecot, Adam

Kordnavahsi, Peyman

Larkin, Dylan Christopher

Nunes, Sarah

Ortiz, Georgina

Ramos, Tatiana

Tabarroki, Fatemeha Javadi

Tran, Amy

Tran, Nguyen

Zaw, Han