

REGULAR MEETING MINUTES*

Board of Trustees

Coast Community College District

District Board Room

3:45 p.m. Closed Session, 5:00 p.m. Open Session

Wednesday, January 18, 2017

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on January 18, 2017 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 3:45 p.m.

1.02 Roll Call

Trustees Present: Trustees Grant, Hornbuckle, Prinsky, and Moreno.
Student Trustee Eichman joined the meeting at 5:00 p.m.

Trustees Absent: Trustee Patterson

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 3:47 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 Appointment of Full Time Faculty
2. Ratification of Appointment of Substitutes, Academic Staff
3. Approval of Appointment of Military Contract Education, Part Time and Full-time Faculty
4. Ratification of Appointment of Part-time Faculty
5. Approval of Appointment of Educational Administrator
Director, Student Health Center
Dean, Library and Learning Support
Dean of Students
Project Director, Adult Education Block Grant
Interim Dean of Students
6. Approval of Appointment of Classified Management
7. Approval of Appointment of Classified Staff
Receptionist
Outreach Specialist – Adult Education Block Grant
Utility Worker
Project Support Specialist, Measure M
IT Services Analyst
Internal Audit Coordinator
Secretary, Senior
Student Financial Aid Accounting/Fiscal Specialist
International Student Staff Aide
Admissions and Records Technician II
Division Area Office Coordinator
Staff Specialist M & O
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff

9. Ratification of Temporary Out of Class Assignments, Classified Staff
 Staff Aide
 Military/Contract Education Tech III
 Food Service Worker 3
 Student Financial Aid Accounting/Fiscal Specialist
10. Ratification of Project-Specific Assignment, Classified Staff
 Comp and Class Analyst
 Reprographics Technician
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. Michael Cohen 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., Orange County Superior Court Case No. 30-2014-00714677
 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
 Andrea Napoleon vs. Coast Community College District, Orange County Superior Court Case No 30-2016-00875573

1.05 Reconvene to Open Session

The meeting was reconvened by Board President Grant at 5:05 p.m.

1.06 Pledge of Allegiance

Trustee Lorraine Prinsky 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 a. Conference with Labor Negotiator**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify a Memorandum of Understanding with CFCE regarding Classified Evaluation Pilot.

Motion carried with the following vote:

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

For **Item. 1.04 c. Public Employment**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve and ratify all personnel items. (See Appendix pages 21-32)

Motion carried with the following vote:

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

For **Item 1.04 d. Conference with Legal Counsel: Existing Litigation (Andrea Napoleon vs. Coast Community College District, Orange County Superior Court Case No. 30-2016-00875573)**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to defend the District in the litigation.

Motion carried with the following vote:

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

1.08 Public Comment

Ms. Julia Gallaer addressed the Board.

1.09 Acceptance of Retirements

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

Margie Kopack, OCC, Division/Area Office Coordinator, retirement effective December 31, 2016

Irene Poush, CCC, Typist Clerk Intermediate, retirement effective December 31, 2016

Lu Anne Venham, OCC, Child Care Center Coordinator, retirement effective December 31, 2016

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

Motion carried with the following vote:

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

2.00 Public Hearing

Public Hearing before the Board of Trustees of Coast Community College District Regarding Award of Standard Energy Services Contract (ESCO) Pursuant to California Government Code Section 4217.12(a) and Approval of Standard Energy Services Contract with GonLED for the Installation of Owner provided LED Lamps for the GWC Interior Lighting Energy Efficiency Implementation Project; RFP 2082

Trustee Grant opened the Public Hearing at 5:15 p.m. Vice Chancellor of Administrative Services and Finance, Dr. Andy Dunn, provided a Staff Report. There was no public testimony.

The District issued RFP 2082, on March 10, 2016 seeking qualified Energy Service Companies (ESCOs) to provide services related to "Interior Lighting Energy Efficiency Project Implementation" at Golden West College. Responses were evaluated by campus/District energy management staff, the Maintenance and Operations Director, Vice President of Administrative Services and the Senior Director of Facilities, Planning, and Construction. Results of this evaluation are summarized below.

Company	Avg. RFQ Score	Final Ranking
GonLED	90.6	1
OGNI Group	87.3	2
ReGreen Corporation	73	3
LCS Constructors, Inc	Insufficient Info	N/A
Markham Electric Solutions	Insufficient Info	N/A

On November 2, 2016 the Board of Trustees approved the purchase of 5,905 fluorescent tubes and 35 halogen lamps with LED lamps under CMAS Contract No 4-12-56-0046A pricing.

Fix fee amount for Installation: \$124,175.00

Value Analysis:

Annual Utility Savings: \$ 56,352

Annual kWh Savings: 525,462

Two weeks public notice was given on January 4, 2017 on the District's Website and in the *Times Daily Pilot* pursuant to *Government Code* Section 4217.12 (a)

Terms: January 19, 2017 - June 1, 2017

Fiscal Impact: \$124,175 (GWC Proposition 39 Year four)

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Standard Energy Service Contract with GonLED for the Golden West College Interior Lighting Energy Efficiency Project Implementation Project, having found that the anticipated cost to the District for conservation services provided under this agreement 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 having determined that this arrangement was in the District's best interest. The President of the Board of Trustees or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

Motion carried with the following vote:

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

3.00 Informative Reports I

3.01 Reports from the Presidents of Student Government Organizations

The following representatives of Student Government Organizations addressed the Board:

Mr. Chris Nguyen, Coastline Community College
Mr. Juan Partida, Orange Coast College
Student Trustee Eichman on behalf of Mr. Javier Venegas, Golden West College

3.02 DIS – Report on the Carl D. Perkins Career and Technical Education Act

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban, provided an overview of the report on the Carl D. Perkins Career and Technical Education Act.

3.03 DIS – Reimbursements to Employees Attending For-Profit Institutions

Chancellor Weispfenning provided a report on for-profit institutions, including reimbursements made to employees for attendance at for-profit institutions and the amounts paid to date.

4.00 Matters for Review, Discussion and/or Action continued

4.01 Board Meeting Dates

The Board reviewed upcoming Board Meeting dates.

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

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

4.03 Board Directives Log

The Board reviewed the Board Directives Log. At the request of Chancellor Weispfenning, the due date for the report on full-time faculty (Monthly Log), and the semi-annual report on Board Goals and Chancellor's Action Plans/Goals (Annual Log) was revised to March 1st. On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board also voted to add an item to the Monthly Log for a report on SARA (State Authorization Reciprocity Agreements) with a due date of February 15, 2017

Motion carried with the following vote:

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

4.04 DIS – Presentation and Discussion of the District Strategic Technology Plan

Vice Chancellor Serban gave a presentation to the Board on the District Strategic Technology Plan, and responded to Trustees' questions. The Strategic Technology Plan for Coast Community College District was intended to provide an overall framework for the strategic implementation of technology within the District. The purpose of the plan was to align the application of technology to the District's Mission and Vision, and Strategic Goals and Objectives to support the Colleges' Missions and Visions. It provided a roadmap for major technology initiatives undertaken by the District for the next three years.

The District Consultation Council (DCC) Technology Subcommittee worked for a year, starting in October 2015, on developing the District Strategic Technology Plan 2016-2019. Iterative drafts of the plan incorporated feedback from consultation with representatives of all constituencies through discussions with the Academic Senates, Associated Student Governments, Classified Senates, Collective Bargaining Units, Association of Confidential Staff, College Technology Committees, College Councils or College Planning and Budgeting Committees, and Chancellor's Cabinet. As a subcommittee of the District Consultation Council, the DCC Technology Subcommittee advanced the draft plan to the District Consultation Council for review, discussion and approval. The District Consultation Council approved the plan on December 5, 2016. The Board of Trustees approved the plan on December 14, 2016. Due to time constraints, the presentation and discussion of the plan was moved to the January 18, 2017 Board meeting.

4.05 DIS – Board Policies for First Reading

The following Board Policies were brought to the Board for first reading, to be returned for action on the February 1, 2017 agenda.

Chapter 2. Board of Trustees

BP 2010 Board Membership – revision

BP 2015 Student Member, Board of Trustees – revision

BP 2100 Board Elections – review, no recommended changes

BP 2105 Election of Student Member, Board of Trustees - review, no recommended changes

5.00 Consent Calendar

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

Motion carried with the following vote:

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

20.00 Discussion Calendar

21.00 Approval of Standard Agreements in Excess of \$88,300

21.01 DIS - Approval of Amendment No. 2 to Standard Architectural Services Agreement with Lionakis for the Orange Coast College International Center Relocation Building 12, 13 and 14 Tenant Improvement

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Amendment No. 2 to Standard Architectural Services Agreement between Lionakis and the Coast Community College District.

On October 7, 2015, the Board of Trustees approved a Standard Architectural Services Agreement with Lionakis for improvements and reconfiguration of the Business Education Wing, Legacy Hall (buildings 12, 13, & 14) at Orange Coast College. These buildings would be reconfigured to serve as the college Multi-cultural Center, Honor's College, and shared conference space. This amendment sought to expand Lionakis' scope of work to include the planning and interior design of these spaces.

Term: October 10, 2015 – June 30, 2017

Fiscal Impact: \$4,030 Previous Contract Amount: \$163,330; New Contract Amount: \$167,360 (Measure M GOB Fund)

Motion carried with the following vote:

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

21.02 DIS - Approval of Change Order No 3 to Standard Design Build Contract with Swinerton Builders, GWC Criminal Justice Training Center Project

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Change Order No 3 to the Standard Design Build Contract with Swinerton Builders. The 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. This change order in the amount of \$19,474.00 was for additional design and engineering services to separate Scenario Village from two buildings into three as well as additional floor and lost spaces as set forth in the attached proposal letter dated January 5, 2016.

Term: September 3, 2015 to December 11, 2017

Fiscal Impact: Increase of \$19,474, previous contract amount of \$21,100,473, revised contract total is \$21,119,947 (General Obligation Bond M Fund)

Motion carried with the following vote:

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

21.03 DIS - Approval Standard Architectural Services Agreement with Little Diversified Architectural Consulting, Inc.; Orange Coast College Aquatic Center, Adaptive P.E., Support Space Phase I Project RFP #2093

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Standard Architectural Services Agreement between Little Diversified Architectural Consulting, Inc. and the Coast Community College District. On August 3, 2016 the District issued RFP #2093, seeking qualified architectural/engineering firms to provide professional design services to provide architectural services during the pre-design, design, bidding, construction, and post-construction phases of the Aquatic Center, Adaptive P.E., and Support Spaces Phase I at Orange Coast College.

Consistent with Public Contract Code 20122 and Government Code 6066, the District published this advertisement for two successive weeks in the Times Daily Pilot. In addition, the District sent a direct announcement to 835 firms on our internal notification list and published the announcement on the District's website. The District received proposals from 12 firms. The Office of Purchasing established a selection committee, consisting of 9 OCC and District office personnel to review and evaluate all respondents. Respondents were evaluated and scored based on (1) approach to the project and management plan, (2) experience of the team proposed (3) cost (4) local business participation, (5) references, and (6) overall firm capability and resources.

Based on the initial scoring, three firms were short-listed and invited to participate in the interview phase. Interviews were held on November 30, 2016. After extensive deliberations, the committee agreed by consensus on the following:

1. Little Diversified Architectural Consulting
2. John Friedman Alice Kimm Architects
3. Harley Ellis Devereaux

The following respondents (alphabetical) were not selected as finalists for this project: BCA Architects; Cannon Design; Gkkworks; Gyzen & Associates Architects; HMC Architects; Lionakis; Westberg+White, Inc.; PJHM Architects; t/BP Architecture, Inc.

Project fee proposal as follows:

Basic Services:

(\$30,000,000 Construction Cost 5.9%) \$1,770,000

Aquatic Design: \$ 270,000

Specialty AV Consultant \$ 35,000

SWPPP / NOI / WQMP: \$ 22,500

Reimbursable: \$ 25,000

Total: \$2,122,500

Term: January 19, 2017 – June 30, 2020

Fiscal Impact: \$2,122,500 Measure M General Obligation Bond Fund)

Motion carried with the following vote:

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

21.04 DIS - Approval of Amendment No.1 Standard Architectural Services Agreement with tBP Architecture; Orange Coast College New Student Union Project RFP #2076

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Amendment No.1 to Standard Architectural Services Agreement between tBP Architecture, Inc. The Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

On November 20, 2015 the District issued RFP #2076, seeking qualified architectural/engineering firms to provide professional design services to provide architectural services during the pre-design, design, bidding, construction, and post-construction phases of the Student Union Project at Orange Coast College.

Consistent with Public Contract Code 20122 and Government Code 6066, the District published this advertisement for two successive weeks in the Times Daily Pilot. In addition, the District sent a direct announcement to 180 firms on our internal notification list and published the announcement on the District's website. The District received proposals from 20 firms. The Office of Purchasing established a selection committee, consisting of 16 OCC and District office personnel to review and evaluate all respondents. Respondents were evaluated and scored based on (1) approach to the project and management plan, (2) experience of the team proposed (3) cost (4) local business participation, (5) references, and (6) overall firm capability and resources.

Based on initial scoring, six firms were short-listed and invited to participate in the interview phase. Interviews were held on June 20th at which time the committee selected three finalists. The selection committee conducted site visits of comparable projects designed by each of the finalists and conducted final interviews on August 19, 2016. After extensive deliberations, the committee agreed by consensus on the following:

1. tBP Architecture, Inc.
2. HMC Architects
3. HPI Architecture/Cannon Design

The following respondents (alphabetical) were not selected as finalists for this project: Baker Nowicki Design Studio; DLR Group; Gensler; Harley Ellis Devereaux; Houston/Tyner; Little Diversified Architectural Consulting; Lionakis; Marlene Imirzian and Associates; Morris Architects; Perkins + Will; Pfeiffer Partners Architects; Quattro Design Group; SGPA Architectural and Planning; Steinberg Architects; SVA; TSK Architects; Westgroup Design

In September 2016, the Board approved an agreement with tBP which sought to proceed with programming and schematic design services for this building. Through the Fall 2016 semester the designers worked with the campus constituents to finalize the program for this project. As a result of that work, it was determined that a 153,000 square foot, three-story building would be constructed to house all of the programs. This amendment sought authorization to proceed with the continuing phases of design development, construction documents, and construction administration for this project.

Design Development Phase fee proposal as follows:

Basic Services:

Design Development Phase:	\$700,237
Construction Document Phase:	\$1,867,123
DSA Approval:	\$233,856
Bidding:	\$140,260
Construction:	\$933,828
Completion/Closeout:	\$93,596

Specialty Consultants:

Food Services Consultant:	\$291,000
Acoustical Consultant:	\$18,900
Reimbursable Expenses:	<u>\$25,000</u>
Total Fee:	\$4,303,800

Terms: September 9, 2016 – December 30, 2020

Fiscal Impact: Increase \$4,303,800; previous amount \$660,100; revised contract amount \$4,963,900 (Measure M General Obligation Bond Fund)

Motion carried with the following vote:

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

21.05 DIS - Approval of Standard Professional Services Agreement between Coast Community College District and Brailsford & Dunlavey to Provide Programming and Preliminary Concept Development for West Coast Campus Planning – Technology, Horticulture, and Student Housing at Orange Coast College

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Standard Professional Services Agreement between Brailsford & Dunlavey, Inc. The Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

With the prospective development of student housing at the north-west corner of campus, there was an opportunity to expand planning efforts to also include the instructional programs at the west-side of campus (i.e. Technology and Horticulture programs). Previously approved to serve in an advisory capacity for the student housing project, this agreement sought to authorize Brailsford and Dunlavey to work concurrently with various instructional divisions to integrate the student housing development with the goals and vision of the adjacent instructional divisions.

West Campus Plan Fee:	\$ 78,880
Sub-Consultant Fee:	\$ 28,350
Sub-Consultant Expenses:	<u>\$ 1,660</u>
Total:	\$ 108,890

Term: September February 1, 2017 – December 30, 2017

Fiscal Impact: \$108,890 (General Obligation Bond Funds - Measure M)

Motion carried with the following vote:

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

22.00 Revenue Generating Agreements/Contracts Over \$88,300

22.01 CCC – Non-Standard Agreement with Ben Hudnall Memorial Trust

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to ratify the Agreement with Ben Hudnall Memorial Trust. Established in January 2007, the Ben Hudnall Memorial Trust (BHMT) supports programs and

services that cater to the career and educational development of Kaiser Permanente (KP) Coalition employees. Under this Agreement, Coastline's Division of Military Education, Corporate Training and Business Development provide on-line, credit-bearing courses to eligible KP employees leading to approved certificates, majors and degrees as mutually agreed upon by both BHMT and Coastline. Courses would be offered through the Division's 8-week online program.

Term: January 1, 2017 – December 31, 2019

Fiscal Impact: Expected revenue to District during term of Agreement: \$200 per credit hour NTE \$750,000 per calendar year.

Motion carried with the following vote:

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

22.02 DIS – Funded Programs

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve participation in the following project, and to approve any associated grant contract:

Orange Coast College (OCC) received a grant from the National Science Foundation titled, "**Investigation of Organic and Biological Multilayers Adsorbed on Elongated Metal Nanostructures.**" This project was to investigate the catalytic and thin film growth properties of small organic and biological molecules on elongated metal nanostructures (EMNs) formed by oblique angle deposition (OAD). The long terms goal of the project was to develop transformative methodologies of growing EMNs using OAD over a range of metals for applications in surface enhanced vibrational spectroscopy. Involvement of undergraduates will motivate students to pursue STEM careers.

Motion carried with the following vote:

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

Fiscal Impact: OCC would receive \$95,000 from August 15, 2016 to July 31, 2017. No matching funds required.

23.00 Ratification/Approval of General Items of Business

23.01 DIS - Consideration of Nomination to the California Community College Trustees (CCCT) Board of Directors

On a motion by Trustee Grant, seconded by Trustee Hornbuckle, the Board voted to nominate Trustee Jim Moreno for membership on the CCCT Board.

Motion carried with the following vote:

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

23.02 DIS - Authorization to File Notice of Completion and Release Retention Funds

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to authorize the Chancellor or designee to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion would be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the Chancellor or designee was authorized to pay retention due, accepting all work and/or materials as satisfactorily completed by the contractor(s). In the event of a dispute between the District and a Contractor, the District may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

CCC- College Center Boiler Replacement Bid No. 2088
Contractor: Boiler Tech, Inc.

Motion carried with the following vote:

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

23.03 DIS – Approval of Instructional Material Fees

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the instructional material fee revisions, deletions and/or new fees for inclusion in or deletion from the curriculum as presented.

Motion carried with the following vote:

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

23.04 DIS - Approval of Educational Administrator Employment Agreement Hue Pham, OCC

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the reappointment of the Education Administrator Employment Agreement with Hue Pham, Orange Coast College, to serve as Dean, commencing on July 1, 2017 and ending on June 30, 2019. Compensation to be \$161,586.00 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 Grant, Hornbuckle, Prinsky, Moreno and Eichman
Noes:	None
Absent:	Trustee Patterson
Abstain:	None

24.00 Resolutions

24.01 DIS – Resolution #17-01 of the Board of Trustees to Establish Nonresident Tuition Fee, 2017-2018

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to adopt Resolution #17-01 to Establish Nonresident Tuition Fee, 2017-2018.

Motion carried with the following vote:

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

25.00 Informative Reports II

25.01 Report from the Chancellor

The Chancellor provided a report to the Board.

25.02 Reports from the Presidents

The following College Presidents provided reports to the Board:

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:

Mr. Lee Gordon, Orange Coast College
Ms. Jaima Bennett, Golden West College

25.04 Reports from Presidents of Employee Representative Groups

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

Mr. Paul Wisner, Coast District Management Association (CDMA)
Mr. Rob Schneiderman, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)
Mr. Nate Bandatelli on behalf of Ms. Ann Nicholson, Coast Federation of Classified Employees (CFCE)

25.05 Reports from the Board of Trustees

Trustees provided individual reports.

26.00 Approval of Minutes

26.01 DIS – Minutes

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the minutes of the Special Meeting of December 8, 2016 and Regular Meeting of December 14, 2016.

Motion carried with the following vote:

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

27.00 Close of Meeting

27.01 Public Comment

Ms. Patricia Smith addressed the Board at this time.

27.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 6:32 p.m. in memory to Ryan Vollmer.

Motion carried with the following vote:

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



Jane Burton
Interim 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.....	21-32

CLOSED Session 12/14/16 Board Approved

1. Approval of Appointment of Full Time Faculty

In accordance with Board policies and procedures, the following academic staff are recommended by the Vice Chancellor of Human Resources 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>
Weber, Daniel	CCC	Counselor, Transfer & Articulation	01/23/17	Q-I-01	2-C-18

Revision to Revise Placement

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Key, Christina	OCC	Counselor, DSPS	11/07/16	Q-IV-06*	33-O-17

*from Q-I-01

2. Ratification of Appointment of Substitutes, Academic Staff

Part Time Faculty Substitutes

It is recommended by the Vice Chancellor of Human Resources that the following individuals be appointed as substitutes, pursuant to *Education Code* Section 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.

Coastline Community College

Dalbey, Elizabeth

Golden West College

Ojose, Emuakpoyer

Orange Coast College

Hollinden, Michael

Kahn, Kathy

Lee, Jennifer

Phan, Kristoffer

Pugliese, William

3. Ratification of Appointment of Part Time Faculty

It is recommended by the Vice Chancellor of Human Resources that the following appointments be ratified for:

INTERSESSION

Appointments during the period **01/03/17-01/27/17:**

Golden West College

<u>Name</u>	<u>Discipline</u>
King, Kathryn	English

Orange Coast College

<u>Name</u>	<u>Discipline</u>
Acosta, Ricardo	Counseling
Choe, Thomas	Counseling
Jackson, Nicolette	Counseling
Pham, Hue	Counseling

SPRING

Appointments during the period **01/30/17-05/28/17:**

Coastline Community College

<u>Name</u>	<u>Discipline</u>
Henry, Deborah	Biology
Johnson, Daniel	History
Johnson, Erin	Psychology
Kuntzman, Linda	ESL
Leighton, Kenneth	English/Humanities
Levenshus, Joshua	Communications Studies
Lockwood, Frederick	Business/Management & Supervision
Lopez, Rachelle	Counseling

Golden West College

<u>Name</u>	<u>Discipline</u>
Hernandez, Rebecca	Biology

Orange Coast College

<u>Name</u>	<u>Discipline</u>
Afshari, Maryam	Counseling
Chavez Jimenez, Irving	Counseling
Choe, Thomas	Counseling
Garcia, Urias	Counseling
Gulini, Jami	Counseling
Ho, Kristy	Counseling
Johnson, Carmen	Counseling
Nguyen, Steve	Counseling
Pena, Leopoldo	Spanish
Pham, Hue	Counseling
Quinonez, Veronica	Counseling
Reese, Laura	Counseling
Ridley, Gabrielle	Counseling
Sierra, Mayra	Counseling
Thai, Will	Counseling
Tovar, Ana	Counseling
Tran, Julie	Counseling
Voss, Cindy	Counseling
Washington, Daniella	Counseling

FALL

Appointments during the period **08/29/16-12/18/16:**

Golden West College

<u>Name</u>	<u>Discipline</u>
Asuega, Kapono	Athletics

Orange Coast College

<u>Name</u>	<u>Discipline</u>
Boutilier, Ann	Respiratory Therapy
Montano, Christina	Respiratory Therapy
Russell, Janet	Respiratory Therapy

Williams, Tokiya

Allied Health

The following GWC Part-time Police Academy Instructors to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the 2016-17 school year for the period 07/01/16 to 06/30/17, not to exceed 498 hours:

Meers, Bryan

4. Approval of Appointment of Educational Administrators

In accordance with Board policies and procedures, the following academic administrative staff are recommended by the Vice Chancellor of Human Resources 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. The following educational administrators are recommended for appointment for service during the period shown below, subject to subsequent Board approval of the respective employment agreements.

Revision to Revise Start Date

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Dates</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Sergeyeva, Larisa	GWC	Project Dir, Adult Educ Block Grant	12/12/16* to 06/30/18	D-24-03+Doc	4-D-17

*from 12/05/16

5. Approval of Appointment of Classified Management

None.

6. Approval of Appointment of Classified Staff

In accordance with Board policies and procedures, the following Classified Staff are recommended by the Vice Chancellor of Human Resources for appointment to advertised positions:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Bottaro, Andrea	CCC	Staff Specialist	01/03/17	E-50-01	C-015-17
Tran, Karen	DIST	Accounting Tech, Senior	01/03/17	E-50-05	D-010-17
Pok, Eva	OCC	Div/Area Office Coordinator	12/15/16	E-49-05	O-019-17
Dunner, Davina	OCC	Instr Food Serv Operations Cook/Teaching Asst 10 mo.	01/03/17	E-40-05	O-010-17
Dominguez, Heather	OCC	Student Retention Specialist	02/01/17	E-54-04	O-016-17

Frausto Maria	OCC	Adm & Records Tech II	01/03/17	E-45-01	O-002-17
Magos, Mitzi	OCC	Adm & Records Tech II	01/03/17	E-45-01	O-018-17

Lateral transfer

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Ramirez, Marcelino	GWC	Groundskeeper 3	01/03/17	E-45-05	G-008-17

*OCC to GWC

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

It is recommended by the Vice Chancellor of Human Resources 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>
Coker, Paula	CCC	Foundation Staff Aide E-48	Military/Contract Educ Staff Aide E-48	01/09/17

8. Ratification of Temporary Out of Class Assignments, Classified Staff

None.

9. Ratification of Project-Specific Assignment, Classified Staff

It is recommended by the Vice Chancellor of Human Resources 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>
Duhamel, Rachel	DIST	Acctg Asst III	Higher level responsibilities	10/01/16	12/31/16	E-46-03
Franco, Patricia	GWC	Adm Assistant to the VP	Coordinator, Microsoft Project	12/01/16	01/15/17	E-55-03
Higgins, Minnie	GWC	Adm Assistant to the VP	Coordinator, Behavioral Assessment Team	10/01/16	12/31/16	E-55-05
Lule, Andrea	DIST	Acctg Asst III	Higher level responsibilities	10/01/16	12/31/16	E-46-05
Marin, Monica	DIST	Payroll Sys Manager	Higher level of duties	11/01/16	03/31/17	G-24-07

O'Steen, Kelly	CCC	Adm & Rec Tech III	Transfer Evaluation System Project	10/01/16	01/31/17	E-48- 05
Plaia, Karen	DIST	Acctg Asst III	Higher level responsibilities	10/01/16	12/31/16	E-46- 05
Spencer, Sherrill	GWC	Instr Infor Tech	Assisting in higher level duties	01/03/17	05/08/17	E-48- 05
Tran, Hannan	CCC	Office Assistant 1	Higher level duties in Adm & Rec	07/01/16	12/31/16	E-32- 03
Van Dorn, Julia	GWC	Educ Tech Specialist	Higher level duties	03/22/16	12/16/16	E-65- 04

10. Ratification of Appointment of Short Term Hourly Staff

It is recommended by the Vice Chancellor of Human Resources 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>
Aguirre, Marysol	GWC	12/01/16	06/30/17	124036- 349303	M,T,W,Th,F
DeNicola, Christine	OCC	11/21/16	06/30/17	110001- 204001	M,T,W,Th,F
Gooding, Kimberly	DIST	11/14/16	06/30/17	110001- 160700	M,T,W,Th,F
Invidiata, Justin	DIST	12/01/16	06/30/17	110001- 160900	M,T,W,Th,F
Rashidipoor, Azalia	OCC	11/21/16	12/31/16	124135- 249304	M,T,W,Th,F
Schultz, Tiffany	GWC	11/17/16	06/30/17	813001- 361801	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>
Duong, Johnny	OCC	11/10/16	06/30/17	110001-201503	M,T,W,Th,F
Duong, Tiffany	DIST	08/29/16	12/16/16	124130-159501	M,T,W,Th,F
Fox, Autumn	GWC	11/01/16	06/30/17	110001-347101	M,T,W,Th,F
Hart, Christine	GWC	12/01/16	06/30/17	110001-347101	M,T,W,Th,F
Harvey, James	OCC	11/07/16	06/30/17	812001-201592	M,T,W,Th,F
Huschke, Christopher J.	OCC	09/01/16	06/30/17	110001-201501	M,T,W,Th,F
Khajavipour, Jordan	OCC	12/05/16	06/30/17	812001-201592	M,T,W,Th,F
				110001-201591	
				124038-256041	
Kim, Seong Jin	GWC	11/16/16	06/30/17	110001-311305	M,T,W,Th,F
Mogollon, Anny	OCC	11/08/16	06/30/17	812001-201592	M,T,W,Th,F
				110001-201591	
Nguyen, Sephanie	CCC	12/15/16	06/30/17	120216-856602	M,T,W,Th,F
Pakravan, Parastou	OCC	12/05/16	06/30/17	812001-201592	M,T,W,Th,F
				110001-201591	

Szetela, Nicole	GWC	07/01/16	06/30/17	110001-347101	M,T,W,Th,F
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Hourly/Temporary/Professional (Non Faculty) to perform skilled technical duties such as athletic training duties, production of student newspaper, maintain online classes, provide real time captioning (in-class text) for deaf students or assist with associated student programs in one or more of the following campus departments and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Aguilar, Diana Y	OCC	10/31/16	06/30/17	812001-261055	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 Cobo, Julian	OCC	11/21/16	06/30/17	812020-205401	M,T,W,Th,F
Azar, Mounir	OCC	11/10/16	06/30/17	812020-205403	M,T,W,Th,F
Copin, Cherie	OCC	11/15/16	06/30/17	812020-205401	M,T,W,Th,F
Gama, Jessica	OCC	11/15/16	06/30/17	812020-205401	M,T,W,Th,F
Gonzales, Cecilia	OCC	11/01/16	06/30/17	812020-205401	M,T,W,Th,F
Hoffman, Samuel	OCC	11/10/16	06/30/17	812020-205405	M,T,W,Th,F
Huynh, Anthony	OCC	11/04/16	06/30/17	127005-258900	M,T,W,Th,F
Le, Son Kim	OCC	11/10/16	06/30/17	812020-205401	M,T,W,Th,F
Lopez, Mariana	OCC	11/10/16	06/30/17	812020-205401	M,T,W,Th,F
Martinez Perez, Carlos	OCC	11/14/16	06/30/16	812020-205401	M,T,W,Th,F

Nguyen, Nicholas	OCC	11/14/16	06/30/16	812020-205403	M,T,W,Th,F
Pierre, Brittany	OCC	11/14/16	06/30/16	812020-205401	M,T,W,Th,F
Quach, Ethan	OCC	11/14/16	06/30/16	812020-205401	M,T,W,Th,F
Reynoso, Irene	OCC	11/10/16	06/30/17	812020-205404	M,T,W,Th,F
Richmond, Kevin	GWC	10/10/16	11/19/16	813001-317109	M,T,W,Th,F
Scott, Isaiah	OCC	11/10/16	06/30/17	812020-205404	M,T,W,Th,F
Serth, Pisoth	GWC	10/10/16	11/09/16	813001-317109	M,T,W,Th,F
Son, Ha Soul	OCC	11/10/16	06/30/17	812020-205401	M,T,W,Th,F
Tran, Kieu	OCC	11/10/16	06/30/17	812020-205401	M,T,W,Th,F
Tran, Nick Michael	OCC	11/10/16	06/30/17	812015-263750	M,T,W,Th,F
Trejo, Carlos	GWC	10/10/16	06/30/17	813015-381401	M,T,W,Th,F
Vartanian, Danielle	OCC	11/10/16	06/30/17	812020-205403	M,T,W,Th,F
Villalpando, Crystal	OCC	11/10/16	06/30/17	812020-205405	M,T,W,Th,F
Waldron, Ryan	GWC	11/07/16	06/30/17	110001-385501	M,T,W,Th,F
Young, Gina Rene	OCC	11/10/16	06/30/17	812020-205401	M,T,W,Th,F

Hourly/Temporary/Skilled Crafts, to perform highly specialized, detailed tasks such as transporting, segregating and storing hazardous materials, constructing and rigging stage equipment, or design event lighting for stage productions supporting one or more campus departments and/or divisions: 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>
Preciado, Stephanie	OCC	07/01/16	06/30/17	110001-269002	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>
Budge, Sean	GWC	11/21/16	06/30/17	813001-324504	M,T,W,Th,F
Ethen, Iill	GWC	11/21/16	06/30/17	813001-324504	M,T,W,Th,F
Sio, Maria Anita	GWC	10/17/16	01/27/17	813001-317116	M,T,W,Th,F
Steele, Edward	GWC	08/01/16	06/30/17	813001-317109	M,T,W,Th,F
Tellez, Paul	GWC	10/01/16	10/31/16	813001-317109	M,T,W,Th,F

11. Ratification of Appointment of Substitute Classified

None.

12. Ratification of Appointment of Student Workers

It is recommended by the Vice Chancellor of Human Resources 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

Gil, Amber

Sepehrnia, Siaddiq

Golden West College

Battles, Melissa

Cerda Rodriguez, Salvador

Clark, Jonathan

Huynh, Linh Phuong
Huynh, Oanh Phuong
Ly, Van Bich
Nguyen, Andrew
Nunez Medina, Nataly
O'Sullivan, Serena
Tabatabaeian, Seyedeh
Thach, Jenny
Tran, Tran
Vu, Julie

Orange Coast College

Bahn, Andrew
Blanco, David
Coollson, Michael
De Lajudie, Antoine
Doan, Thuy
Hanna, Enas
HassanZadeh, Amir
Juradoroldan, Adrian
Le, Ngan
Lim, Randy
Lu, Yu-Cheng
Ly, Susan
Martinez, Joseph
Matemate, Aaron
Perez, Alex
Reynoso, Ernesto
Smith, Kaitlyn
Tran, Diana
Trinh, Anh

Vasileva, Viktoriia

Venture, Victoria

Williams, Chase