

# **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, February 15, 2017

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on February 15, 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. Trustee Moreno joined the meeting by teleconference. 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. Public Employee Performance Evaluation**

(Pursuant to *Government Code* Section 54957)

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. 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 Administrators
6. Approval of Appointment of Classified Management  
Interim Manager, Risk Services
7. Approval of Appointment of Classified Staff  
Programmer, Canvas  
Staff Aide, Measure M  
Construction Support Coordinator
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
9. Ratification of Temporary Out of Class Assignments, Classified Staff  
Admissions and Records Tech II
10. Ratification of Project-Specific Assignment, Classified Staff  
Military/Contract Educ Program Coordinator  
Administrative Assistant to the VP

11. Ratification of Appointment of Short Term Hourly Staff
12. Ratification of Appointment of Substitute, Classified Staff
13. 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)

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 Case 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  
Coast Community College District vs. Coast Federation of Classified Employees, Public Employment Relations Board, Unfair Practice Charge Case No. LA-CO-1702-E  
Michelle Wang vs. Coast Community College District, Equal Employment Opportunity Commission Case No. 480-2017-01086  
Ailene Nguyen vs. Coast Community College District, Department of Fair Employment and Housing Case No. 779307-252919

**1.05 Reconvene to Open Session**

The meeting was reconvened by Board President Grant at 5:00 p.m.

## **1.06 Pledge of Allegiance**

Student Trustee Stephanie 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 Hornbuckle, the Board voted to approve all personnel items. (See Appendix pages #21-29)

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 e. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to respond to the complaint of discrimination filed by Ailene Nguyen with the Department of Fair Employment and Housing.

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**

Mr. Glen Brooks, Mr. Philippe Noel, Ms. Abigail Staggemeir, Mr. Vincent Wetzal, Mr. Alejandro Vargas, Mr. Jeremy Schlichter and Mr. Hakeem Siddiqi 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:

Sandra Sudweeks, GWC, Communications Studies, retirement effective May 29, 2017

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

Motion carried with the following vote:

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

At this time, the Board recognized the Golden West College Water Polo Team for their achievements.

## **2.00 Informative Reports I**

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

Mr. Nathan Brais, Director of Student Life and Outreach, Ms. Dalia Zetinia, Mr. Jose Ruiz and Mr. Carlos Bahena provided an overview of Coastline Community College's Ambassador Program.

### **2.02 DIS – Update on Open Educational Resources**

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban, gave an update to the Board on work done since May 2016 to advance the adoption and utilization of Open Educational Resources, and responded to Trustees' questions.

### **2.03 DIS – Report on State Authorization and State Authorization Reciprocity Agreement (SARA)**

Ms. Joycelyn Groot and Mr. Nate Harrison provided a report to the Board on the State Authorization and State Authorization Reciprocity Agreement, and responded to Trustees' questions and comments. By unanimous consent, the Board directed the Chancellor to bring a report back in 3 months.

### **2.04 DIS – Evaluation District-wide Strategic Plan 2014-2017**

The Board had previously adopted the District-wide Strategic Plan 2014-17 at the November 4, 2014 Board meeting. The plan established specific district-wide strategic directions and focused on key areas while providing for flexibility for each district site to develop and implement operational strategies and

tactical activities towards achieving the district-wide strategic goals and objectives which took into account and build upon the strengths and uniqueness of each district site. Vice Chancellor Serban gave an overview of the progress made towards the plan goals, objectives and internally established targets.

## **2.05 DIS – Presentation and Discussion of the District-wide Annual Institutional Effectiveness Report 2015-2016**

Vice Chancellor Dr. Andreea Serban, Mr. Dwayne Thompson, Dr. Kay Nguyen, Ms. Sheri Sterner, and Dr. Aeron Zentner provided a presentation on the District-wide Annual Institutional Effectiveness Report for 2015-2016, and responded to Trustees' questions and comments. This document contained Coast's assessment of institutional effectiveness.

This ongoing evaluation reflected the commitment of the District to examine its institutional strengths and identify areas for improvement. To that end, the report was divided into five major areas related to the District's and Coast Colleges' missions, goals, functions, and resources. These topic areas included Student Learning, Achievement and Development; Student Outreach and Responsiveness to the Community; Faculty, Staff and Administrators/Managers; Fiscal Support, and Facilities.

Looking across all of the 2016 scorecard measures, it was noted that Orange Coast College was above statewide average rates on every measure and had the highest rates within the District for all measures. Golden West College was at or above statewide average rates on all but one measure, remedial math. Coastline Community College was at or above statewide average rates on four of the seven measures, being below statewide measures on persistence, remedial math and remedial ESL. Additionally, for the new Metric Skills Builder, capturing wage gains for students who completed CTE courses but did not transfer to a four year college or complete a degree or certificate, Golden West College and Orange Coast College showed gains higher than the statewide average rate, with Coastline showing wage gains just below the statewide average.

## **2.06 DIS - Presentation of Initial Proposal from the Coast Community College District to the Coast Community College Association - California Teachers Association (CCA/CTA), Regarding Part-time Faculty**

In compliance with the Educational Employment Relations Act, and the current Coast Community College Association - California Teachers Association (CCA/CTA) Collective Bargaining Agreement, the Coast Community College District presented its initial proposal to reopen Article XV, Scheduling, for negotiation with CCA/CTA. A Public Hearing would be scheduled at the Regular Board Meeting on March 1, 2017, regarding the Board's consideration of the adoption of the District's Initial Proposal.

**2.07 DIS - Presentation of Initial Proposal from the Coast Community College District to the Coast Federation of Educators, American Federation of Teachers Local 1911, Regarding Part-time Faculty**

In compliance with the Educational Employment Relations Act, and the current Coast Federation of Employees, American Federation of Teachers Local 1911 ("CFE") Collective Bargaining Agreement, the Coast Community College District presented its initial proposal to reopen Article XII, Working Conditions and Duties, for negotiation with CFE. A Public Hearing would be scheduled at the Regular Board Meeting on March 1, 2017, regarding the Board's consideration of the adoption of the District's Initial Proposal.

**2.08 Presentation of Joint Initial Proposal from the Coast Community College District and the Coast Federation of Educators, American Federation of Teachers Local 1911**

In compliance with the Educational Employment Relations Act, and the current Coast Federation of Employees, American Federation of Teachers Local 1911 ("CFE") Collective Bargaining Agreement, the Coast Community College District and CFE jointly presented this initial proposal to reopen Article XI, Hours of Service, for negotiation. A Public Hearing would be scheduled at the Regular Board Meeting on March 1, 2017, regarding the Board's consideration of the adoption of the joint District and CFE Initial Proposal.

At this time, **Item 2.10 DIS – Measure M 2017D & E**, and **Item 3.01 DIS - Adoption of Resolution #17-03 - A Resolution of the Board of Trustees of the Coast Community College District, Orange County, California, Authorizing the Issuance of Coast Community College District (Orange County, California) Election of 2012 General Obligation Bonds, Series 2017D, and Actions Related Thereto** were moved forward in the agenda.

**2.10 DIS – Measure M 2017D & E**

Mr. Jerry Marchbank, Sr. Director Facilities, Planning and Construction, gave a brief presentation on Measure M 2017D & E. At the February 1, 2017 meeting of the Board of Trustees, the Board received two informational presentations pertaining to Measure M. The first was a broad overview of the bond program that included a summary of activities to date, a bond issuance schedule for both current capital needs and the Measure M endowment, key variables that have impacted the program schedule, and a look ahead to the completion and ultimately the wind-down of the program. The second presentation focused on the planned 2017 D/E issuances of Measure M and examined planning assumptions with respect to assessed valuation, the pledged tax limit, bond sizing and the associated tax rates. Because of the great strides the Measure M Programming Team had achieved, staff

recommended the next two bond issuances be executed as resources were needed to maintain momentum in the program. During the deliberation of these presentations, a request was made for a more detailed look at the activities planned for the next bond issuance. That information was outlined in the presentation which accompanied the resolution authorizing the issuance of the 2017 D/E bond series.

**3.01 DIS - Adoption of Resolution #17-03 - A Resolution of the Board of Trustees of the Coast Community College District, Orange County, California, Authorizing the Issuance of Coast Community College District (Orange County, California) Election of 2012 General Obligation Bonds, Series 2017D, and Actions Related Thereto**

An election was held in the Coast Community College District on November 6, 2012 for the issuance and sale of general obligation bonds of the District for various purposes in the maximum amount of \$698,000,000 (the "Measure M"). The District previously sold three series of bonds under Measure M. The District now desired to proceed with the fourth issuance of bonds under Measure M in a collective amount not-to-exceed \$310,000,000 (the "Bonds"). The Bonds were being authorized for sale in one or more series of bonds, for the purpose of providing funds to (i) finance projects approved by Measure M, (ii) fund technology improvements, and (iii) to pay the costs of issuing the Bonds.

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve Resolution #17-03 authorizing the issuance of Coast Community College District (Orange County, California) Election of 2012 General Obligation Bonds, Series 2017D, and Actions Related Thereto.

**Fiscal Impact:** There was no fiscal impact to the General Fund resulting from the issuance of the Bonds.

Motion carried with the following vote:

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

**2.09 DIS – Annual Report from Coast Colleges’ Foundation Directors**

Ms. Christine Nguyen on behalf of Coastline Community College Foundation Executive Director Ms. Mariam Khosravani; Mr. Doug Bennett, Orange Coast College Foundation Executive Director; Mr. Bruce Berman, Golden West College Foundation Executive Director; and Ms. Letitia Clark, Coast Community College District Foundation Executive Director, presented their Annual Reports to the Board.



**2.01 DIS – Measure M 2017D & E** was heard earlier in the meeting.

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

**3.01 DIS - Adoption of Resolution #17-03 - A Resolution of the Board of Trustees of the Coast Community College District, Orange County, California, Authorizing the Issuance of Coast Community College District (Orange County, California) Election of 2012 General Obligation Bonds, Series 2017D, and Actions Related Thereto** was heard earlier in the meeting.

**3.02 DIS – Advertisement to Fill Current and Upcoming Vacancies on the Measure M Citizens' Oversight Committee**

The Board was made aware of the intent to advertise for the current and upcoming vacancies on the Measure M Citizens' Oversight Committee.

**3.03 DIS – Board Policies for First Reading**

The following Board Policies were brought to the Board for first reading:

**Chapter 2. Board of Trustees**

BP 2340 Agendas – revision

BP 2345 Public Participation at Board Meetings – revision

BP 2350 Speakers – revision

BP 2355 Meeting Decorum – revision

These policies would be returned to the March 1, 2017 agenda for action, with two recommended revisions:

Board Policy 2340 page 3 the first sentence should read "This section covered in BP 2315."

Board Policy 2350 page 1, removal of the sentence "The Board also may, by majority vote or by unanimous consent, set a limit on the amount of time the Board will devote to hearing public comments on a given subject."

**3.04 Board Meeting Dates**

The Board reviewed upcoming Board Meeting dates.

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

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

### **3.06 Board Directives Log**

The Board reviewed the Board Directives Log.

### **4.00 Consent Calendar**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Consent Calendar with a correction to **Item 5.02** Ratification of Administratively Approved Travel for Attendance at Meetings and Conferences.

Motion carried with the following vote:

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

### **18.00 Discussion Calendar**

### **19.00 Approval of Standard Agreements in Excess of \$88,300**

#### **19.01 GWC - Amendment #2 to Independent Contractor Agreement with Ford Golden Pathway c/o Priscilla Ford**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Amendment to the Standard Independent Contractor Agreement with Ford Golden Pathway c/o Priscilla Ford to coordinate and administer certified nurse assistant exams, hire, train and pay qualified testing staff.

**Term:** July 1, 2016 – June 30, 2017

**Fiscal Impact:** NTE \$100,000 for RHORC RTC Trust funds. Amendment #2 has no fiscal impact.

Motion carried with the following vote:

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

## **19.02 OCC – Amendment #2 to Standard Agreement with Armstrong Marine Services**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve Amendment #2 in an amount of \$35,000 to the Standard Independent Contractor Agreement with Armstrong Marine Services increasing the total contract amount to \$105,000. The original Standard Independent Contractor Agreement was ratified by the Board on July 13, 2016 to provide services such as travels to and from to oversee on-going improvements to OCC Foundation Vessel Tristan located in Palm Beach, Florida, installation of systems and equipment aboard Nordic Star, and charter captain for M/V Nordic Star in the amount of \$35,000. On October 18, 2016, the Board ratified Amendment #1 for an additional \$35,000 to the existing Agreement expanding the scope of services to include continued maintenance of the boat and classes during Fall 2016 term bringing the total cost to \$70,000. The scope of services, once again, was expanded to include continued maintenance of the boat and classes during Winter/Spring 2017 term increasing the cost by \$35,000 for a total contract amount of \$105,000.

**Term:** June 3, 2016 to June 30, 2017

**Fiscal Impact:** Not to exceed \$35,000 to be paid from Sailing/Foundation Funds.

Motion carried with the following vote:

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

## **20.00 Approval of Non-Standard Agreements in Excess of \$88,300**

### **20.01 GWC - Non-Standard Agreement with California Community College Chancellor's Office**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Non-Standard Agreement Independent Contractor Agreement with California Community College Chancellor's Office. The Regional Testing Center (RTC) in collaboration with the CA Community College Chancellor's Office (CCCCO), Pearson VUE (testing company) and the California Department of Public Health (CDPH) provides services to candidates applying for the certified nurse assistant (CNA) examination. Services include processing applications, registering candidates at test sites in the southern CA region, coordinating distribution and return of testing materials, and managing test site coordinators. The CCCCCO holds the MOUs/contracts for collaboration with Pearson VUE and CDPH.

**Term:** July 1, 2017 – June 30, 2022

**Fiscal Impact:** NTE \$100,000 to be paid \$20,000 per year for 5 years with \$0.75 per manual exam and \$0.75 per written oral exam per the fee distribution schedule in Exhibit G Fee Distribution Schedule from RHORC RTC Trust funds.

Motion carried with the following vote:

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

## **20.02 DIS – Non-Standard Agreement with PFM Asset Management LLC**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Non-Standard Agreement with PFM Asset Management LLC. On November 6, 2013, the Board approved a Non-Standard Agreement with PFM Asset Management for investment advisory services. Since the execution of this agreement, PFM Asset Management managed the 2013B (\$10 Million) and 2016C (\$30 Million) bond portfolios for a total of \$40 Million. This represented the current assets Coast has in the Measure M Endowment. Consistent with recent legislation (AB 2738) the 2017E (\$20 Million) proceeds would be managed by the County Treasurer.

PFM Asset Management LLC helps the District create and implement an investment strategy for the Building Fund created by the District's Series 2013B and 2016C bond issuances described above. As the terms of this agreement expired in 2016, approval of this new agreement would continue these services, allowing PFM Asset Management to manage these funds to prudently optimize investment returns, provide liquidity, and comply with the requirements of California Government Code and the appropriate bond documents.

**Term:** February 16, 2017 through February 1, 2022

**Fiscal Impact:** The annual fee was a function of the total assets under Consultant management and would be invoiced monthly according to the annual fee table below. The total annual fee was estimated to be \$37,000.

<b>Assets Under Management</b>	<b>Annual Fee Rate / Billed Monthly</b>
Initial \$25 Million	10 basis points (0.10 %)
Next \$25 Million	8 basis points (0.08%)
Next \$50 Million	7 basis points (.07%)
Above \$100 Million	6 basis points (.06%)

Motion carried with the following vote:

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

#### **20.03 DIS - Non-Standard Public Entity Investment Trust Program Services Agreement with Keenan & Associates**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Non-Standard Public Entity Investment Trust Program Services Agreement with Keenan & Associates. On November 2, 2016, based on a recommendation from the Retirement Board of Authority (RBOA), the Board of Trustees authorized actions by staff to begin to reallocate half (50%) of the current deposit within the Joint Power Authority (JPA) Program managed by the Community College League of California (CCLC) into the Futuris Plan managed by Keenan Financial Services (KFS).

The Public Entity Investment Trust Program Services Agreement with Keenan & Associates was the first step in this process, as these services would authorize the set-up of a trust to be used for the funding and payment of the District's obligations under employee benefit plans that provide retiree health and other post-employment benefits. In addition, Keenan & Associates would provide a variety of administrative functions ensuring OPEB GASB compliance.

**Term:** February 15, 2017 through February 1, 2022

**Fiscal Impact:** The annual fee was \$1,200 paid in monthly installments from the assets within the trust. Additionally, an Asset Based Fee was assessed and was a function of the total assets invested. These fees would also be invoiced monthly according to the annual fee table below:

<u>Total Amount in Trust</u>	<u>Keenan Compensation (BPS*)</u>
Less than \$10,000,000.00	25
\$10,000,000.00 to \$19,999,999.99	15
\$20,000,000.00 to \$29,999,999.99	10
\$30,000,000.00 and over	8

\*1 Basis Points (BPS) = .01% of the Assets in the Trust

The annual fees to be assessed to be paid out of the investment proceeds.

Motion carried with the following vote:

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

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

**21.01 DIS-Approval of Educational Administrator Employment Agreement (John A. Taylor, OCC)**

**21.02 DIS-Approval of Educational Administrator Employment Agreement (Derek Vergara, OCC)**

**21.03 DIS - Approval of Educational Administrator Employment Agreement (Thomas Selzer, OCC)**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the following employment agreements. The Board President, or designee, was authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees:

The Employment Agreement with **John A. Taylor** to serve as Dean, Library and Learning Support at Orange Coast College commencing on February 13, 2017 and ending on June 30, 2018. Compensation to be \$133,118.00 annually based on the appropriate step placement. The appointment of John A Taylor, Dean, Library and Learning Support was approved at the January 18, 2017 Board Meeting.

The Employment Agreement with **Derek Vergara** to serve as Dean of Students Center at Orange Coast College commencing on February 1, 2017 and ending on June 30, 2018. Compensation to be \$142,605.00 annually based on the appropriate step placement. The appointment of Derek Vergara, Dean of Students was approved at the January 18, 2017 Board Meeting.

The reappointment of the Education Administrator Employment Agreement with **Thomas M. Selzer**, Orange Coast College, to serve as General Manager Food Services/Instructor Food Service, commencing on July 1, 2017 and ending on June 30, 2018. Compensation to be \$121,043.00 annually based on the appropriate step placement.

Motion carried with the following vote:

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

**21.04 DIS - Bid Tabulation and Award of Contract for Orange Coast College Legacy Hall & Garrison Honors Building Remodel Bid No. 2100**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to award Bid No. 2100 to Line Tech Contractors. The President of the Board of Trustees, or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

Orange Coast College would be rehabilitating the Legacy Hall (building 12) and Garrison Honors (building 13) would be remodeled for the occupancy of Intensive English Courses (IEC) classrooms and the honors college program. It is anticipated that the project would commence on February 16, 2017 and be completed by August 15, 2017.

Bid Results were as follows:

	<u>Bid Amount</u>
<b>Line Tech Contractors</b> <b>10541 Calle Lee, Suite #117</b> <b>Los Alamitos, CA. 90720</b>	<b>\$495,000.00</b>
Marjani Builders Mission Viejo, CA	\$568,000.00
Caltec Corporation Westminster, CA	\$588,000.00
K.G. Axis, Inc. Azusa, CA	\$597,400.00
Sandelwood Construction Cerritos, CA	\$604,000.00
A.P. General Corp. Long Beach, CA	\$645,000.00
Bishop, Inc. Orange, CA	\$645,695.00
Kazoni Inc. Huntington Beach, CA	\$659,672.00
Dalke & Sons Riverside, CA	\$668,860.00
A.J. Fistes Corp. Long Beach, CA	\$687,550.00

Brascia Builders  
Long Beach, CA

\$815,185.76

**Fiscal Impact:** \$495,000 (OCC – General Obligation Bond M Funds)

Motion carried with the following vote:

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

**21.05 DIS - Bid Tabulation and Award of Contract for Orange Coast College Field House Roof Rehabilitation Project Bid No. 2101**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to award Bid No. 2101 to FC & Sons Roofing, Inc. The President of the Board of Trustees, or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

Orange Coast College would be rehabilitating the roof on the Field House building. This project would include Tear-off and properly dispose of existing roof system and accessories, identified equipment and curbs, conduit, metal wall panels and underlayment and the installation of TPA FB roof membrane or equivalent and flashings.

Bid Results were as follows:

	<u>Bid Amount</u>
<b>FC and Sons Roofing, Inc.</b> <b>6508 Clara Street</b> <b>Bell Gardens, CA. 90201</b>	<b>\$161,475</b>
Best Construction Services Gardena, CA	\$164,196
Rite-Way Roof Bell Gardens, CA	\$174,282
Stone Roofing Azusa, CA	\$175,400
Chapman Coast Roof Co Fullerton, CA	\$179,146



CIS Services Mission Viejo, CA	\$183,800
Commercial Roofing Systems Arcadia, CA	\$187,504
Tecta America Santa Ana, CA	\$197,000
Brazos Urethane Fresno, CA	\$233,146
Bishop, Inc. Orange, CA	Non-Responsive

**Fiscal Impact:** \$161,475 (OCC - 2016/2017 State Scheduled Maintenance Grant Funds)

Motion carried with the following vote:

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

## **21.06 DIS – Non-Disclosure Agreement with Ellucian**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve Non-Disclosure Agreement of all parties. The Board approved a Standard Independent Contractor Agreement with Dyntek to procure project management services in conjunction with the Banner Discovery Project at their meeting on June 15, 2016. This project aimed to determine the feasibility of repairing the Banner term-code set-up and migration to cloud-hosting as it pertains to Banner ERP. As Dyntek's approved project management role for the Coast Community College District relative to this project introduced certain proprietary information of Ellucian's Banner product, Ellucian required the execution of a Non-Disclosure Agreement of all parties.

**Term:** February 3, 2017 through February 2, 2022.

**Fiscal Impact:** No Fiscal Impact

Motion carried with the following vote:

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

## **22.00 Resolutions**

### **22.01 DIS – Resolution #17-04 of the Board of Trustees in Support of the Extension of DACA**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt Resolution #17-04 in support of the extension of DACA (Deferred Action for Childhood Arrivals).

Motion carried with the following vote:

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

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

### **23.01 DIS – Board Policies for Approval**

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

#### **Chapter 2. Board of Trustees**

BP 2305 Annual Organizational Meeting - review, no recommended changes

BP 2310 Regular Meetings of the Board- revision

BP 2315 Closed Sessions - revision

BP 2320 Special and Emergency Meetings - revision

Motion carried with the following vote:

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

## **24.00 Approval of Minutes**

### **24.01 Approval of Minutes**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the minutes of the Regular Meeting of February 1, 2017.

Motion carried with the following vote:

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

## **25.00 Close of Meeting**

### **25.01 Public Comment**

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

### **25.02 Adjournment**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 7:57 p.m. in memory of Jan Olufson.

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***

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## **CLOSED Session 02/15/17 Board Approved**

### **1. Approval of Appointment of Full Time Faculty**

None.

### **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.

#### Golden West College

Bornemann, Chung

Guter, Bruce

Lopez, Monica

Ly, Lillian

Morales, Irma

Oberlin, Masumi

Schenk, Lauren

Vogel, Karen

#### Orange Coast College

Varela, Anita

### **3. Ratification of Appointment of Military Contract Education, Part Time and Full Time Faculty**

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

#### NCPACE at Coastline College

Full Time Faculty Appointments during the period 01/01/17 - 04/30/17:

Henry, Deborah	Biology
Lee, Lisa	Mathematics
Lockwood, Frederick	Business
Secord, Debra	Geology
Warwick, Randall	Biology

Part Time Faculty Appointments during the period 01/01/17 - 04/30/17:

Barnes, Ralph	Philosophy
Candelaria, Patricia	Spanish
Curtis, Michael	Marine Science
Freeman, William	History
Go, Marianne	Sociology
Matar, Fadi	Business
Menzing, Todd	History
Najera, Mike	Political Science
Oelstrom, Jeanne	Business
Ondracek, Ted	Business
Villalobos, Jose	Mathematics
Walling, Dianne	Art
Windsor, Adrian	Humanities
Wooten, Darlene	Psychology

#### **4. 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**.

##### Coastline Community College

<u>Name</u>	<u>Discipline</u>
Do, Anh	Counseling
Do, Coco	Counselling
Edson, Melissa	Counseling
Krai, Kristine	Counseling
Mendoza-Escobedo, Marian	Counseling
Perrine, Nicole	Counseling
West, Tobi	Counseling

##### Golden West College

<u>Name</u>	<u>Discipline</u>
Guter, Bruce	Librarian

Lopez, Monica	Librarian
Morales, Irma	Librarian
Oberlin, Masumi	Librarian
Schenk, Lauren	Librarian
Varela, Anita	Librarian
Vogel, Karen	Librarian

Orange Coast College

<u>Name</u>	<u>Discipline</u>
Reese, Laura	Counseling

SPRING

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

Coastline Community College

<u>Name</u>	<u>Discipline</u>
Mendoza-Escobedo, Maria	Counseling
Nguyen, Steven	Counseling
Perrine, Nicole	Counseling
Romero, Eric	Counseling
Yeh, Lauren	Counseling

Golden West College

<u>Name</u>	<u>Discipline</u>
Conrad, Bradley	Counseling
Ho, Huong X	Counseling
Tran, Phien	Counseling

Orange Coast College

<u>Name</u>	<u>Discipline</u>
Garcia, Jessica	Counseling
Garcia, Urias	Counseling
Sproat, Barbara	Librarian

FALL

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

## Orange Coast College

<u>Name</u>	<u>Discipline</u>
Schenk, Lauren	Librarian
Sproat, Barbara	Librarian
Varela, Anita	Librarian

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:

Krallman, Keith

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

None.

### **6. Approval of Appointment of Classified Management**

In accordance with Board policies and procedures, the following Classified Management Staff are recommended by the Vice Chancellor of Human Resources for appointment to advertised positions; these include promotions, new hires, and rehires:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Rymas, Colleen	DIST	Interim Manager, Risk Services	02/16/17	G-24-01	D-029-17

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

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

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Chaudrhy, Atif	DIST	Programmer, Canvas	02/16/17	E-64-03	D-014-17
Lockhart, Karen	GWC/DIST	Staff Aide, Measure M	02/16/17	E-48-01	D-016-17
Lopez, Glory	OCC/DIST	Staff Aide, Measure M	02/21/17	E-48-01	D-017-17
McNevin, Brett	DIST	Construction Support Coordinator	02/27/17	E-60-01	D-002-17

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

None.

### **9. Ratification of Temporary Out of Class Assignments, Classified Staff**

It is recommended by the Vice Chancellor of Human Resources 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>
Russell, Anita	CCC	Adm & Rec Tech I	Adm & Rec Tech II	01/01/17	03/31/17	E48-02

#### 10. 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>
Conlisk, Karen	CCC	Mil/Con Ed Program Coordinator	Special project assignment that is not fixed and prescribed to the assigned position that exceeds five working days.	01/01/17	06/30/17	E-54- 05
Franco, Patricia	GW C	Adm Assistant to the VP	Special project assignment that is not fixed and prescribed to the assigned position that exceeds five working days.	01/15/17	06/30/17	E-55- 03

#### 11. 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>
Bustamante de Esteban, Berta	CCC	02/02/17	06/30/17	110001- 847401	M,T,W,Th,F

Conway, Jason	GWC	02/02/17	06/30/17	124403-349602	M,T,W,Th,F
Desengano, Nicklaus	CCC	02/06/17	06/30/17	818030-847515	M,T,W,Th,F
Driggs, Dawn	CCC	01/30/17	06/30/17	818030-847515	M,T,W,Th,F
Guevara, Tania	OCC	01/26/17	06/30/17	110001-260500	M,T,W,Th,F
Henderson, Kirsty	GWC	02/02/17	12/31/17	124403-349603	M,T,W,Th,F
Hernandez, Carolyn	GWC	02/16/17	06/30/17	110001-349104	M,T,W,Th,F
Kent, Teara	OCC	01/01/17	06/30/17	124402-246000	M,T,W,Th,F
McGrath Lee, Vivien	OCC	01/23/17	06/30/17	124010-259704	M,T,W,Th,F
Nguyen, Truck Anh Thi	GWC	02/02/17	06/30/17	124403-349602	M,T,W,Th,F
Oregel, Alejandra	OCC	02/03/17	06/30/17	124005-256205	M,T,W,Th,F
Ravellette, Michael	OCC	01/23/17	06/30/17	124402-246000	M,T,W,Th,F
Reynolds, Michael	OCC	01/23/17	06/30/17	110001-260500	M,T,W,Th,F
Stone, Sarah	OCC	01/03/17	05/28/17	124035-249302	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>
Davis, Alice	OCC	01/30/17	06/30/17	812001-201592	M,T,W,Th,F

				110001-201591	
Freeman, Sheri	GWC	01/30/17	05/31/17	813010-389804	M,T,W,Th,F
Glassman, Ifat	GWC	01/30/17	05/28/17	110001-324104	M,T,W,Th,F
Hernandez, Helana	GWC	01/30/17	06/30/17	110001-347101	M,T,W,Th,F
Hudak, Zane	CCC	01/25/17	06/30/17	110001-804513	M,T,W,Th,F
Lingan, Elizabeth	OCC	01/31/17	06/30/16	812035-210402	M,T,W,Th,F
Liu, Marco	CCC	01/30/17	06/30/17	110001-804513	M,T,W,Th,F
MacKenzie, Laura	OCC	01/27/17	06/30/17	812001-201592	M,T,W,Th,F
				110001-201591	
				124038-201591	
Mulford, Jessica	GWC	02/03/17	05/30/17	110001-327301	M,T,W,Th,F
Noll, Rachel	OCC	01/16/17	06/30/17	812035-210402	M,T,W,Th,F
Perez, Luis	GWC	01/30/17	05/31/17	813010-389804	M,T,W,Th,F
Truong, Alexander	CCC	01/26/17	06/30/17	110001-804513	M,T,W,Th,F
Tu, Nina	GWC	01/23/17	06/30/17	812001-201592	M,T,W,Th,F
				110001-201591	
				124038-201591	
Ureno, Claudia	GWC	01/30/17	05/31/17	813010-389804	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>
Jones, Christian	OCC	01/10/17	06/30/17	812020-205405	M,T,W,Th,F
Madani, Salima	OCC	01/26/17	06/30/17	330003-259101	M,T,W,Th,F
Moctezuma, Lorena	OCC	01/25/17	06/30/17	812020-205404	M,T,W,Th,F
Ocampo Velasquez, M.	OCC	02/26/17	06/30/17	812020-205401	M,T,W,Th,F
Ochoa, Alondra	OCC	01/10/17	06/30/17	812020-205401	M,T,W,Th,F

Hourly/Temporary/Technical/Paraprofessional, to provide specialized and/or skilled technical support in such areas as classroom interpretation, computer operations, on-line editing, proctoring or special program research in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Fenton, Gayle	GWC	01/03/17	06/30/17	124403-349608	M,T,W,Th,F
Lincoln, Andrew	GWC	01/30/17	06/30/17	110001-347151	M,T,W,Th,F
Trulin, Kyle	GWC	01/03/17	01/29/17	124425-356044	M,T,W,Th,F
Ulloa, Shaida	GWC	01/30/17	06/30/17	124425-356044	M,T,W,Th,F
Vo, Christi	GWC	01/30/17	01/29/17	124425-356044	M,T,W,Th,F
Wood, Brian	OCC	01/30/17	06/30/17	110001-212201	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>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Gomez, Armando	GWC	10/24/16	06/30/17	110001-385201	M,T,W,Th,F

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

None.

## **13. 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.

### Golden West College

Aiken, Laura

Bustillos, Kelsy

Nguyen, Leah

Perez-Hidrogo, Julisa

### Orange Coast College

Bayindir, Yusuf

Gomez, Christopher

Hunt, John

Kastantin, Ibrahim

Larkin, Dylan

Lee, Katie

May, Melissa

Nguyen, Nancy

Nguyenle, Stepheny

Sun, Daniel

Tanzi, Cristina

Zaw, Pwint

