

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, September 6, 2017

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on September 6, 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, Patterson and Moreno

Trustees Absent: Student Trustee Venegas

Student Trustee Venegas joined the meeting at 5:00 p.m.

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 to discuss the following:

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

b. 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. Ratification of Appointment of Part-time Faculty

4. Approval of Appointment of Educational Administrators
Reorganization
Dean-CTE/Career Services
5. Approval of Appointment of Classified Management
6. Approval of Appointment of Classified Staff
Instructional Associate
Research Analyst – Equity
Payroll Technician
Staff Assistant Sr., Curriculum
7. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
Staff
Staff Assistant
Accounting Analyst
8. Ratification of Temporary Out of Class Assignments, Classified Staff
Registered Nurse, Lead
Child Development Specialist
Student Financial Aid Accounting/Fiscal Specialist
9. Ratification of Project-Specific Assignments, Classified Staff
Director, Instructional Media, Design and Production
Office Coordinator
10. Ratification of Appointment of Short Term Hourly Staff
11. Ratification of Appointment of Substitute, Classified Staff
12. Ratification of Appointment of Student Workers

c. 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 Employment 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
 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
 F. W. Brady Development, Inc. vs. Construct 1 One Corp. et al., Orange County Superior Court Case No. 30-2016-00883380
 Michelle Wang vs. Coast Community College District, Equal Employment Opportunity Commission Case No. 480-2017-01086
 Coast Community College District vs. Robert McDougal, Orange County Superior Court Case No. 30-2017-00907612
 Orange Coast College, Office for Civil Rights Case No. 09-17-2403
 Sue Primich vs. Coast Community College District, Department of Fair Employment and Housing Case No. 778850-255792
 Coast Community College District vs. Coast Federation of Classified Employees, Public Employment Relations Board, Unfair Practice Charge Case No. LA-CO-1702-E
 Coast Federation of Classified Employees vs. Coast Community College District, Public Employment Relations Board Unfair Practice Charge Case No. LA-CE-6243-E
 Ronald Pryor vs. Coast Community College District, Department of Fair Employment and Housing Case No. 826405-282725
 Diana Sharp vs. Coast Community College District, Arbitration
 Ailene Nguyen and Christine Nguyen vs. Coast Community College District et al., Orange County Superior Court Case No. 30-2017-00939524

d. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. Three cases: threatened litigation by William Hoang and by Kevin Shenkman; claim by Robert McDougal et al.

e. 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)

1.05 Reconvene to Open Session

The meeting was reconvened by Board President Grant at 5:04 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 b. Public Employment**, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the personnel items as corrected. (See Appendix pages 19-30)

Motion carried with the following vote:

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

For **Item 1.04 d. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to deny the claim by Robert McDougal and his family.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, regarding the lawsuit filed by Ailene Nguyen and Christine Nguyen, the Board voted to respond to the lawsuit on behalf of the defendants.

Motion carried with the following vote:

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

Board President Grant acknowledged Judge Nan Pollard, a former Coast Community College trustee, who was in the audience. Board President Grant also made the following statement on behalf of the Board:

"Before we begin the Open Session portion of our Board meeting, I'd like to make a brief statement on behalf of the entire Board. The Board held a Special Meeting on August 17 which included a review of our own Code of Ethics. The Board recognized that some inappropriate comments were made during a prior Board meeting in August. The Board has subsequently and unanimously affirmed its desire and intent to work cooperatively towards the best interests of our colleges, students and employees. It was agreed by all trustees that the business of this Board always must be conducted in a rational, thoughtful and considerate manner regarding speakers and issues, without impugning anyone's integrity, and with a valued consideration of all views. Thank you."

1.08 Public Comment

There were no requests to address the Board.

1.09 Acceptance of Retirement

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

Elizabeth Martinez, DIS, Accounting Tech Sr., retirement effective Sept. 21, 2017

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

Motion carried with the following vote:

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

2.00 Public Hearing

2.01 Public Hearing and Adoption of the 2017-2018 Final Budget for the Coast Community College District

Board President Grant opened the Public Hearing at 5:09 p.m. Vice Chancellor of Administrative Services and Finance, Dr. Andy Dunn, provided a presentation to the Board that covered:

- Budget Development
- 2016-17 FY Year End Close
- Enrollment Metrics

- Major Cost Drivers
- 2017-18 FY Budget
- Education Protection Account
- Summary of Recommended Action

Trustees discussed the presentation and Dr. Dunn responded to their questions.

The Public Hearing was closed at 5:35 p.m.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt the Final 2017-2018 District Budget and directed all reports to be disseminated as required by law.

Motion carried with the following vote:

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

3.00 Informative Reports

3.01 Reports from the Presidents of Student Government Organizations

The following representatives of Student Government Organizations addressed the Board:

Carlos Bahena, ASG President, Coastline Community College
 Katie Cormier, on behalf of Nuran Alteir, ASG President, Golden West College
 Leanna Gutierrez, ASG President, Orange Coast College

3.02 DIS – Equity and Diversity Hiring Report/2016-2017

Vice Chancellor of Human Resources, Dr. Cindy Vyskocil, provided a presentation to the Board on Equity and Diversity Hiring for 2016-17. She shared a video clip that would be used for the training of hiring committees district-wide, and covered:

- Equity and Diversity Highlights
- Diverse Applicant Pools
- Recent Full-Time Faculty Recruitments

Trustees commended Human Resources, provided comments, and Dr. Vyskocil responded to questions.

3.03 DIS – Review of Quarterly Financial Status Report

The Board reviewed the Fourth Quarter Financial Status Report ending June 30, 2017. The report contained the CCFS-311Q State Chancellor's Report, a General Fund Status Report and Fund Balance Report for all funds.

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to direct staff to file the report with the State Chancellor's Office.

Motion carried with the following vote:

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

4.00 Matters for Review, Discussion and/or Action

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.

5.00 Consent Calendar (Items 6.01 – 18.01)

5.01 Consent Items

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Consent Calendar with the correction to Item 9.12, Amendment No. 1 to Standard Agreement/Dorgan Legal Services.

Motion carried with the following vote:

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

Abstain: None

19.00 Discussion Calendar

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

20.01 DIS - Approval of Standard Amendment No. 1 to Standard Professional Services Agreement with UCMI Inc.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Standard Amendment No. 1 to the Standard Professional Services Agreement with UCMI Inc.

At the January 14, 2015 Board Meeting the Board approved a Standard Professional Services Agreement with UCMI for DSA Inspection Services for the Orange Coast College Recycling Center Project. Since then, the construction on the Recycling Center had encountered unexpected delays, extending the project's duration and ultimately changing the project's estimated date of completion. As the State requires continued DSA inspection throughout construction, UCMI's services needed to include inspections during this extended time frame. In order to ensure continued compliance with Title 24 construction regulations and DSA approved construction documents, the Board was asked to approve Amendment No. 1 with UCMI Inc. to extend the contract date from August 2017 to December 2017 and increase the existing contract by \$30,000.

Term: January 16, 2015 through December 30, 2017.

Fiscal Impact: \$30,000. The original approved amount for professional services was \$138,667. Approval of Amendment No. 1 would increase the contract to \$168,667. This would be paid using the Measure M General Obligation Bond Fund designated for the OCC Recycling Center Project.

Motion carried with the following vote:

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

20.02 DIS - Approval of Standard Amendment No. 1 to Standard Professional Services Agreement with UCMI Inc.

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve Standard Amendment No. 1 to the Standard Professional Services Agreement with UCMI Inc.

At the January 14, 2015 meeting of the Board of Trustees, the Board approved a Standard Professional Services Agreement with UCMI for DSA Inspection Services for the Coastline Community College Le-Jao Learning Center Project. Since then, the construction on the Le-Jao Learning Center encountered unexpected delays, extending the project's duration and ultimately changing the project's estimated date of completion. As the State requires continued DSA inspection throughout construction, UCMI's services now needed to include inspections during this extended time frame. In order to ensure continued compliance with Title 24 construction regulations and DSA approved construction documents, the Board was asked to approve Standard Amendment No. 1 with UCMI Inc. to extend the contract date from August 2017 to December 2017 and increase the existing contract by \$30,000.

Term: July 14, 2016 through December 30, 2017.

Fiscal Impact: \$30,000. The original approved amount for professional services was \$166,400. Approval of Standard Amendment No. 1 increased the contract to \$196,400. This would be paid using the Measure M General Obligation Bond Fund designated for the CCC Le-Jao Learning Center Project.

Motion carried with the following vote:

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

20.03 DIS - Approval of Change Order No. 7 to Standard Design Build Contract with Swinerton Builders; Golden West College Criminal Justice Training Center; RFQ 2043

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Change Order No. 7 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 authorized a standard design-build contract between Coast Community College District and Swinerton Builders for the design and construction of the Golden West College Criminal Justice Training Center. The project was currently in construction and expected to complete in Summer 2018.

Changes were as follows:

PCI #26 - Water line investigation, existing transit water line work, etc.

PCI #84 - Landscaping irrigation design changes due to campus standard change to Cyber Rain controllers and existing site condition adjustments

PCI #133 - Remove and replace south access road pavement

To conform to the new standard for irrigation controllers, the original scope of work was amended to include the Cyber Rain irrigation controller, complete with additional irrigation zones and a new water line. Additionally, underground utility work was being amended to replace an existing 3" transit water main with a 6" water main. This amended scope required additional earthwork and asphalt paving.

Term: August 6, 2015 through June 30, 2018. This change order did not currently require any changes to the stipulated terms originally set forth in the Standard Design-Build Contract with Swinerton Builders.

Fiscal Impact: \$88,895.83 to be paid using GWC Measure M Bond Funds.

Total Change Order #7: \$ **88,895.83**

Original Project Contract Amount: \$ **20,818,000.00**

Total Project Change Orders: \$ 3,382,994.46 (16.25% Increase)

Motion carried with the following vote:

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

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

21.01 DIS – Funded Programs

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve participation in the following funded programs and/or projects. In addition, associated grant contracts, as applicable, were approved. Copies of the contracts are available in the Educational Services and Technology Office.

Golden West College received a Maker Space sub-award from Sierra Joint Community College District funded through the California Community Colleges (CCC) Chancellor's Office to build a Maker Space as part of statewide makerspace community of practice. Golden West College would work with the CCC Maker team

to strengthen the community of practice, support faculty and student leadership through the implementation phase and to help Golden West College become recognized as a best practice model for education innovation.

Fiscal Impact: Golden West College would receive \$100,000 from July 18, 2017 through June 30, 2018. Golden West College would provide 30% matching funds.

Orange Coast College received a Maker Space sub-award from Sierra Joint Community College District funded through the California Community Colleges (CCC) Chancellor's Office for the Makerspace development and participation in a state-wide community of practice to develop and sustain innovative programs and activities supporting entrepreneurship, design thinking, design and fabrication technology, and sustainability "green" technologies.

Fiscal Impact: Orange Coast College would receive \$340,000 from July 18, 2017 through June 30, 2018 and \$360,000 in 2018-19; total grant award of \$700,000 over two years. A separate sub-award agreement would be executed for the allocation for 2018-19. Orange Coast College would provide 76.49% matching funds.

Motion carried with the following vote:

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

22.00 Ratification/Approval of General Items of Business

22.01 GWC - Authorization of Destruction of Student Records (International Student Program)

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to authorize the destruction of paper copies of GWC international student records (International Student Program) from August 1, 2003 to May 31, 2013. These student records included Class 1 – Permanent Records under Title 5, Section 59023, and they had been stored electronically as permitted by Title 5, Section 59022(e).

Motion carried with the following vote:

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

22.02 GWC – Special Event and Project

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the GWC Fall Kick-Off Day 2017 on September 15, 2017

Description: A staff development event to include a customized customer service training partnered with the Disney Institute. The training is a one-day, 7 hour training with 2 facilitators using the "Disney Approach Series" core competency topic of Quality Service.

Cost/Expenses/Funding Source: NTE \$80,000 for customer service training, rentals, equipment, interpretive services, printing, promotional items, supplies, catering, and refreshments to be paid from Equity, College Discretionary and Auxiliary funds.

Motion carried with the following vote:

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

22.03 OCC - Authorization to Conduct a Short-Term Study Abroad in Madrid, Spain

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to authorize a study abroad program in Madrid, Spain from July 2 through July 31, 2018. Jocelyn Sherman Falcioni, full-time professor, to serve as faculty. All logistical arrangements would be handled by program service provider ACCENT.

Fiscal Impact: NTE \$9,461. The cost was funded by the College and the course would generate FTE's.

Motion carried with the following vote:

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

22.04 DIS - Authorization to Purchase Phase I Classroom and Office Furniture for the Golden West College Student Services Center

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to authorize the purchase of classroom and office furniture using the CMAS Contracts listed below and issuance of related purchase orders, having determined that this arrangement was in the District's best interest. The Board President, or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

With approval of this purchase, furniture would be scheduled for delivery and installation at the newly constructed Student Services Center at Golden West College in November 2017. The District Director of Purchasing reviewed the following pricing agreements and determined the pricing to be fair and reasonable:

Workrite Ergonomics CMAS - Contract No. 4-17-71-0129B, Valid through 9/30/2021
Gunlocke Co. CMAS - Contract No. 4-12-71-0041B, Valid through 12/31/2017
Allsteel CMAS - Contract No. 4-09-71-0087A, Valid through 12/31/2018

Fiscal Impact: \$897,820.25 to be paid using GO Bond Funds-Measure M designated for the GWC Student Services Center.

Motion carried with the following vote:

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

22.05 DIS - Authorization to Purchase Phase I Classroom and Office Furniture for the Golden West College Criminal Justice Training Center

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to authorize the purchase of classroom and office furniture using the contracts listed below and issuance of related purchase orders, having determined that this arrangement was in the District's best interest. The Board President, or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

With approval of this purchase, furniture would be scheduled for delivery and installation at the newly constructed Criminal Justice Training Center at Golden West College in November 2017. The District Director of Purchasing reviewed the following pricing agreements and determined the pricing to be fair and reasonable:

McMurray and Stern CMAS - Contract No. 4-14-71-0021F, Valid through 2/28/19
MityLite CMAS - Contract No. 4-17-71-0111B, Valid through 4/30/21
Interior Office Solutions CMAS - Contract No. 4-15-71-0149A, Valid through 3/31/18
Tangram GSA - Contract No. GS-28F-009AA
United Interiors/Kimball Office Inc. CMAS - Contract No. 4-16-71-0013G, Valid through 5/31/21
The Sheridan Group/Herman Miller US COMM - Contract No. 4400003403, Valid through 12/31/17

Associates Purchasing/Knoll US COMM - Contract No. 4400003404, Valid through 12/31/17

Claridge Products & Equipment, Inc.E&I Cooperative Services - Contract No. CNR01323, Valid through 1/31/18

Fiscal Impact: \$602,777.07 to be paid using GO Bond Funds-Measure M designated for the GWC Criminal Justice Training Center.

Motion carried with the following vote:

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

22.06 DIS – Approval of Educational Administrator Employment Agreement (Sara Head, OCC) was pulled by Staff.

22.07 DIS - Approval of a Three-Year Renewal of Enrollment for Volume Licensing under the Foundation for California Community Colleges (FCCC) School Volume Licensing Agreement with Microsoft through Computerland of Silicon Valley

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve the three-year renewal of enrollment for Volume Licensing, sponsored by the Foundation for California Community Colleges (FCCC) with Microsoft through Computerland of Silicon Valley. This Agreement would become effective on November 20, 2017 and provided for the licensing of *Microsoft Office*, *Microsoft Suite*, and other operating systems for each Campus and District computer. In May 1999, the Foundation of California Community Colleges (FCCC) initiated a program to provide discounted licensing for Microsoft products through its Campus License Agreement. The District had been a participant in the program since 2008. At this time, over 80 California Community Colleges were participating in this program. Our previous agreement with Microsoft was renewed through the Foundation of California Community Colleges and Computerland of Silicon Valley for a new three-year term.

Renewing our agreement for another three-year term continued to provide licensing of Microsoft Office Suite and operating systems for each Campus and District computer. The agreement also extended discounted pricing to faculty and staff of the District utilizing Microsoft Authorized Education Reseller (AER) Computerland of Silicon Valley.

General Counsel had raised concerns regarding Microsoft's Master Agreement Sections 4, 8g, 8h, and 16 that all dealt with limitation of liability or exclusion of damages. Also, in Section 11, it was recommended to have an exception for confidentiality for documents and information that the District was required to release. Although Microsoft was unable to revise their Agreement, the contract was administratively approved due to the fact that Microsoft's Campus License Agreement allowed for Windows and Office tools to be utilized by staff and students at all three campuses and the District Office.

Term: November 20, 2017 - November 19, 2020

Fiscal Impact: Not to exceed \$242,324.70 for year one of a three-year agreement from 50% General Funds and 50% Lottery. Pricing is based on FTE for the District and runs three (3) years.

Motion carried with the following vote:

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

22.08 DIS – Approval of MOU between CCCD and the OCC Foundation for the Construction of Artificial Turf at the Orange Coast College Baseball Field

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Memorandum of Understanding between the Coast Community College District and Orange Coast College Foundation. The Board President, or designee, was authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. The Orange Coast College Foundation received a gift of funds for the design, preparation, and installation of artificial turf at the Orange Coast College baseball field. In consultation with the donor and baseball faculty, the Foundation was prepared to execute the improvements to the field and turn-over the completed work to the District. The proposed work would result in reduced water consumption, a significant reduction in required maintenance time, and a more consistent playing surface.

Fiscal Review and Impact: No cost to the District

Motion carried with the following vote:

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

22.09 DIS – Appointment of Trustees as Voting Delegates for the 2017 ACCT Leadership Congress

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to nominate Trustee Moreno as Coast Community College District's voting delegate at the 2017 ACCT Leadership Congress.

Motion carried with the following vote:

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

23.00 Approval of Minutes

23.01 DIS – Minutes

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the minutes of the Regular Meeting of August 16, 2017 and Special Meeting of August 17, 2017.

Motion carried with the following vote:

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

24.00 Informative Reports II

24.01 Report from the Chancellor

The Chancellor provided a report to the Board.

24.02 Reports from the Presidents

The following College Presidents provided reports to the Board:

Christine Nguyen on behalf of Dr. Lori Adrian, Coastline Community College
Dr. Dennis Harkins, Orange Coast College
Wes Bryan, Golden West College

24.03 Reports from Academic Senate Presidents

The following Academic Senate Presidents provided reports to the Board:

Dr. Stephen Barnes, Coastline Community College
Jaima Bennett, Golden West College
Lee Gordon, Orange Coast College

24.04 Reports from Presidents of Employee Representative Groups

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

Connie Marten, Coast Federation of Classified Employees (CFCE)
Rupa Saran, Coast District Management Association (CDMA)
Rob Schneiderman, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)

24.05 Reports from the Board of Trustees

Trustees provided individual reports.

25.00 Close of Meeting

25.01 Public Comment

There were no requests to address the Board.

25.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 6:55 p.m.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Prinsky, Patterson, Moreno and Venegas
Noes:	None
Absent:	None
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.....	19-30

CLOSED Session 09/06/17 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:

Revisions to Revise Placement due to additional education and experience

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Jovanovich-Kelley, Monica	GWC	Instructor, Art History	08/25/17	A-V-07+Doc*	2-G-18
Reese, Laura	OCC	Counselor, Financial Aid	07/01/17	Q-II-02**	26-O-18
Valerio, Aprilyn	OCC	Instructor, Respiratory Care Director of Clinical Educ	08/25/17	A-V-07*	3-O-18

*from A-I-01 **from 08/03/17 and 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 2017-18 academic year.

Coastline Community College

Crowley, Erin

Friend, Rebecca

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:

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 period 07/01/17 to 06/30/18, not to exceed 498 hours:

Biedermann, Rebekah

Frahm, Jarrod

Garrard, Vera

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.

Reorganization

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Knuppel, Lisa	OCC	Director, Career Services D-26	Dean-CTE/Career Services D-34	09/07/17

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 for appointment to advertised positions:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Eggers, Crystin	CCC	Instructional Associate	09/07/17	E-48-02	C-010-18
Galvan, Daniel	GWC	Research Analyst-Equity	09/07/17	E-60-02	G-001-18
Ortiz, Elizabeth	DIST	Payroll Technician	09/07/17	E-48-04	D-005-18
Page, Elizabeth	OCC	Staff Assistant Sr, Curriculum	09/07/17	E-54-04	O-007-18

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:

Reorganization

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Ho, Phuong-Thao	OCC	Instr Assoc-Counseling E-48	Staff Assistant E-52	09/07/17
Sayasy, Ny	OCC	Acctg Fiscal Specialist E-52	Acctg Analyst E-60	09/07/17

8. 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>
Rossi, Margaret	OCC	Registered Nurse	Registered Nurse, Lead	09/01/17	11/30/17	E-62-01
Schroeder, Sherri	OCC	Child Care Center Assist	Child Develop Specialist	07/01/17	07/31/17	E-41-01

Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Action</u>	<u>Plcmt</u>
Ngo, Cecilla	CCC	Student Fin Aid Spec	Student Fin Aid Acctg/Fiscal Spec	Extend from 08/31/17 to 11/30/17	E-52-05

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>
Garvey, Judith	CCC	Dir, Instr Media, Design & Pro	Special project assignment that is not fixed and prescribed to the assigned position that exceeds five working days	08/01/17	10/31/17	G-22-15
Griffin, Kelsey	DIST	Office Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	09/11/17	09/30/17	E-42-02

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>
Cervantes, Cynthia	GWC	08/28/17	07/09/18	124403-349602	M,T,W,Th,F
Devlin, Rachel	OCC	08/14/17	07/09/18	110001-260500	M,T,W,Th,F
Forcucci, Hope	OCC	08/14/17	07/09/18	110001-260500	M,T,W,Th,F
Georgieva, Tanya	OCC	08/18/17	07/09/18	812001-201592	M,T,W,Th,F
				110001-201591	
				124028-201591	
Hoang, Lisa	OCC	07/01/17	12/31/17	124035-249304	M,T,W,Th,F
Le, Khoi	OCC	08/14/17	07/09/18	110001-260500	M,T,W,Th,F
Nguyen, Jackson	GWC	08/28/17	05/27/18	110001-347001	M,T,W,Th,F
Nguyen, Mai Ngoc Thi	OCC	07/10/17	09/09/17	812025-240023	M,T,W,Th,F
Nguyen, Viet	OCC	07/01/17	07/09/18	812035-285802	M,T,W,Th,F
				127005-258900	
Nguyen, Samantha	GWC	07/01/17	07/09/18	110001-349501	M,T,W,Th,F
Novasky, Donald	OCC	08/18/17	07/09/18	124005-256101	M,T,W,Th,F
Pena, Juan	CCC	07/01/17	07/09/18	110001-847401	M,T,W,Th,F

Orozco, Susan	CCC	08/28/17	07/09/18	110001-847401	M,T,W,Th,F
Stahl, Alyson	OCC	08/24/17	07/09/18	124035-249301	M,T,W,Th,F
Tatekawa, Stephanie	OCC	08/25/17	07/09/18	124035-249301	M,T,W,Th,F
Thomas, Albin	CCC	08/28/17	07/09/18	110001-847401	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>
Bachman, Michael	OCC	08/28/17	07/09/18	812001-201592 110001-201591 124028-201591	M,T,W,Th,F
Caro, Mary	OCC	07/01/17	07/09/18	124005-256300	M,T,W,Th,F
Charles, Jos	OCC	08/28/17	07/09/18	812001-201592 110001-201591 124028-201591	M,T,W,Th,F
Diaz, Oscar	OCC	08/28/17	07/09/18	812001-201592 110001-201591 124028-201591	M,T,W,Th,F
Goodwin, Alicia	OCC	08/21/17	06/09/18	124005-256101	M,T,W,Th,F

Hay, Nicholas	GWC	07/01/17	07/09/18	110001-347101	M,T,W,Th,F
Ho, Joslynn	OCC	08/14/17	07/09/18	812001-201592	M,T,W,Th,F
				110001-201591	
				124028-201591	
Motreneec, Andalee	CCC	09/04/17	07/09/18	110001-804513	M,T,W,Th,F
Nguyen, Elizabeth	CCC	08/10/17	07/09/18	110001-804513	M,T,W,Th,F
Nguyen, Thu	CCC	08/10/17	07/09/18	110001-804513	M,T,W,Th,F
Ramos, Cindy	OCC	07/01/17	07/09/18	124005-256101	M,T,W,Th,F
Recalde, Julie	OCC	08/01/17	07/09/18	124005-256103	M,T,W,Th,F

Hourly/Temporary/Professional (Non Faculty) to perform skilled technical duties such as athletic training duties, production of student newspaper, maintain online classes, provide real time captioning (in-class text) for deaf students or assist with associated student programs in one or more of the following campus departments and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Willis, Jasmine	GWC	08/14/17	07/09/18	813001-361801	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>
Al Khayat, Kinan	OCC	08/15/17	07/09/18	812020-205404	M,T,W,Th,F
Baesman, Reese	OCC	08/18/17	07/09/18	812020-205401	M,T,W,Th,F

Bouffard, Daniel	GWC	08/17/17	07/09/18	813015-381401	M,T,W,Th,F
				127006-385102	M,T,W,Th,F
Bryant, Lynne	OCC	08/10/17	07/09/18	330001-259101	M,T,W,Th,F
Bui, Lily	OCC	07/10/17	07/09/18	812020-205401	M,T,W,Th,F
Calito, Kevin	OCC	08/18/17	07/09/18	812020-205401	M,T,W,Th,F
Copin, Cheryl	OCC	07/10/17	07/09/18	812020-205401	M,T,W,Th,F
Escala,Cathy	OCC	07/20/17	07/09/18	812020-205401	M,T,W,Th,F
Garcia, Joseph	OCC	07/01/17	07/09/18	127005-258900	M,T,W,Th,F
				812015-263750	M,T,W,Th,F
Nava, Pablo	OCC	07/01/17	07/09/18	812001-259102	M,T,W,Th,F
Nguyen, Don	OCC	07/01/17	07/09/18	330003-259101	M,T,W,Th,F
Nute, Dalia	OCC	08/17/17	08/09/18	330001-259101	M,T,W,Th,F
Palencia-Lucero, Dayra	OCC	07/01/17	07/09/18	330003-259101	M,T,W,Th,F
Perez Mendez, Floriberto	OCC	07/01/17	07/09/18	812001-259102	M,T,W,Th,F
Perry, Alexander	OCC	07/01/17	07/09/18	127005-258900	M,T,W,Th,F
Pham, Cuong	OCC	07/01/17	07/09/18	127005-258900	M,T,W,Th,F
Pham, Duy	OCC	07/01/17	07/09/18	127005-258900	M,T,W,Th,F
				812015-263750	

Pires, Kurtis	OCC	08/09/17	07/09/18	812020-205403	M,T,W,Th,F
Watkins, Natasha	OCC	07/10/17	07/09/18	812020-205401	M,T,W,Th,F
Zambada, Juan	GWC	07/01/17	09/09/18	813015-381401	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>
Bunch, Paul	OCC	07/01/17	07/09/18	812035-212203	M,T,W,Th,F
Castillo, Keith	GWC	09/01/17	07/09/18	124403-349608	M,T,W,Th,F
Ho, Hong Diem Thi	OCC	08/14/17	07/09/18	812035-212203	M,T,W,Th,F
Steele, Edward	GWC	07/01/17	07/09/18	813001-317109	M,T,W,Th,F
Tuitea, Toa	GWC	09/01/17	07/09/18	124403-349608	M,T,W,Th,F
Ulloa, Shaida	GWC	08/07/17	12/16/17	120205-351001	M,T,W,Th,F
Yu, Herman	GWC	08/18/17	09/09/18	124403-349608	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>
Delgado, Phuong	OCC	08/01/17	12/31/17	110001-249200	M,T,W,Th,F
Hershberger, Heather	OCC	08/10/17	12/31/17	110001-200300	M,T,W,Th,F
Sharma, Yuvika	OCC	08/17/17	09/02/17	124010-259704	M,T,W,Th,F

11. Ratification of Appointment of Substitute Classified

It is recommended by the Vice Chancellor of Human Resources that the following hourly Substitutes, on call, as needed to perform noncertificated substitute services for classified employees temporarily absent from departments which have state mandated coverage requirements, or which perform services directly related to the safety and maintenance of the campuses be ratified.

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

Corona, Patric

Flores Rosete, Louis

Haggard, Deborah

Nguyen, Bryant

Pham, Johny

Tran, Allison

Yardley, Amber

Golden West College

Burke, Kathryn

Contreras, Carla

Duong, Hoang (Phoebe)

Duong, Thanh

Escobar, Ashly

Garcia, Abigail

Garcia, Magaly

Hernandez, Ingrid

Hoang, Ngan

Humble, Vincent

Jackson, Justin

Janio, Emily
Kimpton, Zachary
LaMotte, Ellen
Le, Phuong
Martinez, Maira
Mier, Tracy
Montes- Torres, Mayra
Moval, Anthony Salvador
Nguyen, Bao
Nguyen, Vi
Peregrin, Elise
Pham, Tuan
Prizler, Kathryn
Salas, Cecilia
Tong, Judy
Tran, Tran
Tran, Tri
Wagoner, Sean
Williams, Christopher
Wilson, Casey
Orange Coast College
Alenezi, Abdulmohsen
Anglade, Meven
Armond-Rice, Rylee
Behrangi, Erfan
Bui, Xuan My
Castanon, Kara
Coreto, Marchely
Cox, Corey
Dayan, Ilan

De Oliveira Nunes, Guilherme
Debbas, Sally
Dinh, Chau
Don, Van Khanh
Gaetani Dell Aquila, Violetta
Gallastegui, Esli
Hadden, Donny
Halphide, Jackson
Hartman, David
Hollenbeck, Linda
Iaroshko, Viktoriia
Karel, Jason
Kim, Bo Hyun
Lu, Yu-Cheng
Ly, Anh
Ly, Susan
Nevens, Hallie
Nguyen, Anh
Nguyen, Diana
Nguyen, Grace
Nguyen, Linh Viet
Okamura, Aya
Raper, Ashley
Ramirez-Gutierrez, Lesley
Romero, Jesus
Sams, Amanda
Tawaraya, Mai
Thompson, Emily Rose
Takeichi, Ryo
Ton, An

Tran, Lynnie
Tran, Truc Vu Ngoc
Tran, Uyen Thu
Tran, Vincent Thomas
Trapizonian, Viktoriia
Van, Kathy
Velazquez, Vivian
Vo, David
Vuong, Nha Truc
Yildirim, Zeynep
Yoshimura, Misaki
Zar Afrooz, Faranak