

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, November 1, 2017

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 1, 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
Interim, Vice Chancellor of Human Resources
Interim, Vice Chancellor of Student Services
5. Approval of Appointment of Classified Management
Planetarium Manager
6. Approval of Appointment of Classified Staff
Buyer
Instructional Food Service Coordinator
Lab Instructional Assistant - Chemistry
7. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
8. Ratification of Temporary Out of Class Assignments, Classified Staff
Dir. Academic and User Support
Admissions and Records Tech II
9. Ratification of Project-Specific Assignments, Classified Staff
Manager, Enrollment Services
Contract Education Contract Coordinator
Manager, Outreach and Partnership
10. Ratification of Appointment of Short Term Hourly Staff
11. Ratification of Appointment of State Mandated Substitute, Classified Staff
12. Ratification of Medical Professional Hourly Personnel
13. 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
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
Daniel Scheid vs. Coast Community College District, Orange County Superior Court Case No. 30-2017-00941816

d. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. Four cases including threatened litigation by William Hoang, and by Kevin Shenkman.

e. Conference with Labor Negotiator

(Pursuant to *Government Code* Section 54957.6)

District Negotiators: Dr. Cindy Vyskocil, Vice Chancellor Human Resources and Dr. John Weispfenning, Chancellor

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 5:07 p.m.

1.06 Pledge of Allegiance

Trustee Mary Hornbuckle 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 Hornbuckle, seconded by Trustee Moreno, the Board voted to approve and ratify the personnel items as corrected. (See Appendix pages 22-28)

Motion carried with the following vote:

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

1.08 Public Comment

There were no requests to address the Board.

1.09 Acceptance of Retirements

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

Tamar Goldmann, OCC, Instructor, retirement effective December 17, 2017
Suzanne Jaglowski, OCC, ECE Lab School Manager, retirement effective December 30, 2017
Sharon Jazwiecki, GWC, Graphics and Publications Supervisor, retirement effective December 30, 2017
Jane Smith, GWC, Instructor, retirement effective December 17, 2017
Ann Yarchin, GWC, Division/Area Office Coordinator, retirement effective December 30, 2017

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

Motion carried with the following vote:

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

2.00 Public Hearings

2.01 DIS - Public Hearing on CCCD's Bargaining Proposal on Articles XI – Hours of Service, XII – Working Conditions, XIII – Compensation, XIX – Paid Leaves, XV – Due Process, XVI – Flex Days, XVIII – Retirement, XX – Employee and Dependent Coverage, of the CFE Collective Bargaining Agreement

This public hearing was an opportunity for members of the public to comment on the Bargaining Proposal from Coast Community College District to the Coast Federation of Educators/American Federation of Teachers Local 1911 (CFE), which was “sunshined” at the October 18, 2017 Meeting of the Board of Trustees.

Board President Grant opened the Public Hearing at 5:17 p.m. There was no public testimony. On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to adopt the District's Initial Negotiating Proposal to CFE for the successor agreement commencing July 1, 2018.

Motion carried with the following vote:

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

The Public Hearing was closed at 5:19 p.m.

2.02 DIS - Public Hearing on CFE's Bargaining Proposal on Article V - Federation Rights of the Collective Bargaining Agreement

This public hearing was an opportunity for members of the public to comment on the Bargaining Proposal from Coast Federation of Educators/American Federation of Teachers Local 1911 (CFE) to the Coast Community College District, which was “sunshined” at the October 18, 2017 Meeting of the Board of Trustees.

Board President opened the Public Hearing at 5:19 p.m. There was no public testimony. The Public Hearing was closed at 5:20 p.m.

3.00 Informative Reports

3.01 Reports from the Presidents of Student Government Organizations

The following Presidents of Student Government Organizations provided reports to the Board:

Carlos Bahena, Coastline Community College
Nuran Alteir, Golden West College
Leanna Gutierrez, Orange Coast College

3.02 GWC - Dual Enrollment Partnership Agreement with the Orange County Department of Education (OCDE)

In compliance with *Education Code* 76004 b. the Agreement with the Orange County Department of Education (OCDE) was submitted to the Board as an informational item. The agreement would be returned to the November 15, 2017 Board of Trustees meeting as a public hearing.

3.03 DIS - Office of Equity, Inclusion, and Compliance - Fall 2017 Update

Sacha Moore, Faculty Coordinator, provided an overview of the programs, trainings, events and available resources from the Office of Equity, Inclusion and Compliance.

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 DIS - Informational Report on Foundation Fundraising and Possible Action on AB 618 Regarding Job Order Contracting

Mr. Ernesto Medrano addressed the Board during Public Comment.

This agenda item reflected two separate, but related, topics with respect to the District's capital improvement program. The first was an informational report focused on the Colleges' Foundations' efforts to supplement state and local capital development resources through charitable donations. The second involved a continued discussion from the October 18, 2017 meeting of the Board of Trustees, when AB 618 and Job Order Contracting were discussed. Recommendations by Vice Chancellor Andy Dunn were as follows:

(1) Under the authority of AB 618, to adopt the Job Order Contracting process, revise associated Board Policies & Administrative Procedures, adopt a PLA for all public works projects, following monetary thresholds established by the Board; or

(2) To continue utilizing traditional public contract code delivery methods, and, consistent with current direction from the Board, analyze results of the current pilot PLA project upon conclusion of Planetarium project; or

(3) To continue utilizing traditional public contract code delivery methods, and identify a second candidate project to enter into a PLA.

Trustee Patterson made a motion, seconded by Trustee Moreno, to adopt Option #3 utilizing traditional public contract code delivery methods and identifying the Orange Coast College Student Center Building to enter into a PLA.

Trustee Hornbuckle indicated her preference as Option #2, to continue to analyze the current PLA project through conclusion. Trustee Prinsky proposed a combination of Options #2 and #3 and felt it would be appropriate to ask for Chancellor's recommendation for the next project. Trustee Moreno asked the Chancellor for Staff's recommendation for a second project, based on Option #3.

The Chancellor noted there were four projects for consideration: Coastline's Administrative Building, Orange Coast College's Student Union, Orange Coast College Maritime Expansion, and Orange Coast College's Aquatics Center, indicating all were suitable but his recommendation at this time would be the Coastline Center Building.

Trustee Patterson indicated willingness to support either the Coastline project or the Orange Coast Student Center project. Trustee Grant felt that the Board should stay with their decision not to move forward with another PLA until the pilot project at the Orange Coast Planetarium was completed. Trustee Moreno noted that things seemed to be on line with the pilot project at the Planetarium. Student Trustee Venegas stated his support of the Coastline project.

Trustee Prinsky made a substitute motion, seconded by Trustee Hornbuckle, to go with Option #3 and to identify a second candidate, namely the Coastline project, pending an analysis of the pilot PLA project. Trustee Patterson indicated he was willing to modify his motion for the Coastline Project, and asked Trustee Prinsky if she would withdraw her substitute motion so that he could amend his motion. Trustee Prinsky asked if there was a vote to substitute. Trustee Hornbuckle indicated she would vote to substitute. Trustee Moreno clarified that, as the Planetarium project was planned for completion in April 2018 and the Coastline Office Center was slated to start in summer 2018, the Board could review the analysis and begin the Coastline Center rebuild if the numbers were good. Trustee Patterson withdrew his motion.

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to analyze the results of the PLA Agreement for the Planetarium project, which was to be completed in April 2018, and to determine at that time, following the analysis, whether to enter into a PLA for the Coastline Center Building.

Motion carried with the following vote:

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

4.04 Board Directives Log

The Board reviewed the Board Directives Log.

5.00 Consent Calendar (Items 5.01 – 19.01)

5.01 Consent Items

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

Motion carried with the following vote:

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

20.00 Discussion Calendar

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

21.01 DIS – Amendment No. 1 to the Standard Architectural Services Agreement with Westgroup Designs, Inc.

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Amendment No. 1 to Standard Architectural Services Agreement between Westgroup Design Inc. and the Coast Community College District.

On April 5, 2017, the Board approved a standard architectural services agreement with Westgroup Designs for planning and programming design services for the schematic design of the Coastline College Center Renovation Project. During this phase, it was determined that to complete the necessary renovations would require seismically upgrading the existing building, an extremely costly and ultimately infeasible solution. It was since determined that a more effective solution called for new construction of a College Administration and Student Support Center for Coastline College. This new 55,000 gross square foot facility would be adjacent to the existing College Center Facility. The existing architectural services agreement would be amended to extend the basic services outlined in the standard architectural services agreement through the following phases: schematic design; design development; construction documents; bid phase assistance; construction administration and record documents; and project closeout. This would also include additional services for the design, selection and specification of Furniture, Fixtures, and Equipment; Facility Graphics; and an increased amount for reimbursable expenses.

Term: April 6, 2017 through March 31, 2020. Original term end date has been extended from June 30, 2017.

Fiscal Impact: Previous Contract Amount: \$153,000 Increase Amount: \$1,880,000; New Contract Amount: \$2,033,000 (Measure M GOB Fund; CCC Administration and Student Support Project)

Motion carried with the following vote:

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

21.02 DIS – Standard Professional Services Agreement with UCMI, Inc.

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Standard Professional Services Agreement between UCMI, Inc., and the Coast Community College District. The Board President or designee, was authorized to sign any related documents, indicating approval by the Board of Trustees.

On June 19, 2013, the District solicited Requests for Qualifications (RFQ) to establish a pool of qualified firms ("Consultants") to provide advisory and support services related to the District's Measure M Capital Bond Program. In order to comply with Title 24 §4333-§4342, a construction regulation requiring all projects to secure a Division of State Architects (DSA) approved project inspector to perform project oversight, Orange Coast College solicited qualifications and rate proposals from twenty-two of these "pre-qualified" firms, receiving responses from eight. Three firms were short listed for interviews and ultimately, UCMI, Inc. was selected to provide DSA Inspection Services for Orange Coast College's Student Union project. These services included the following: (A) Inspection of all portions of the construction for compliance with the DSA approved construction documents. (B) Identification, documentation, and reporting of deviations in the construction from the approved construction documents. (C) Submittal of verified observation reports to DSA for duration of the Orange Coast College Student Union Project.

Term: June 1, 2018 through December 31, 2020

Fiscal Impact: \$783,500 (which included \$3,500 in Reimbursable Expenses) to be paid utilizing the Measure M General Obligation Bond Fund.

Motion carried with the following vote:

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

21.03 DIS- Change Order No. 8 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. 8 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 are as follows:

PCL No. 0081: Construction costs associated with the Criminal Justice Training Center Drop off Area.

This change order to Swinerton Builder's contract would increase the scope of work to include a new drop-off location off the existing Gothard Street parking lot on the East side of the campus. This construction would provide students a drop-off location that accessed the Criminal Justice Training Center, Kaplan International (a current tenant at Golden West College), and the existing Theater.

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

Fiscal Impact: \$193,991.58 to be paid using GWC Measure M Bond Funds and reimbursed by Kaplan International.

Total Change Order #8:	\$193,991.58
Original Project Contract Amount:	\$20,818,000.00
Total Project Change Orders:	\$3,567,868.72 (17.14% Increase)

Motion carried with the following vote:

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

Abstain: None

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

22.01 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.

Orange Coast College received an amendment for the California Department of Education, Child Development Division grant titled, “**Harry & Grace Steele Children’s Center General Child Care & Development Program Grant (CCTR-7159 Amendment 01)**.” The Children’s Center had received funds to subsidize childcare for low-income student-parents since 1978. Orange Coast College provides comprehensive child development services that include: quality childcare for student-parents enrolled at Orange Coast College, a food and nutrition program, parent enrichment and resource/referral services. This funding provided child care services for infants and toddlers of low-income students enrolled in a minimum of 6 units while attending Orange Coast College, Golden West College or Coastline Community College. This amendment increased the value of the contract to allow Orange Coast College to receive reimbursement for a higher number of student-parents and children served during the 2017-2018 school year. The Board passed Resolution #17-17 to enter into an agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children’s Center California State Preschool Grant (CCTR-7159-00) at the June 21, 2017 Board Meeting and approved the agreement at the September 19, 2017 Board Meeting.

Fiscal Impact: OCC would receive ~~\$222,892~~ \$251,965 from July 1, 2017 to June 30, 2018. No matching funds required.

Previous Board Dates: June 21, 2017 and September 19, 2017

Orange Coast College received an amendment for the California Department of Education, Child Development Division grant titled, “**Harry & Grace Steele Children’s Center California State Preschool Program Grant (CSPP-7338 Amendment 01)**.” The Children’s Center had received funds to subsidize childcare for low-income student-parents since 1978. Orange Coast College provides comprehensive child development services that include: quality childcare for student-parents enrolled at Orange Coast College, a food and nutrition program, parent enrichment and resource/referral services. This funding provided child care services for preschool children ages 3-5 years of low-income students enrolled in a minimum of 6 units while attending Orange Coast College, Golden West College or Coastline Community College. This amendment increased the value of the contract to allow Orange Coast College to receive reimbursement for a higher number of

student-parents and children served during the 2017-2018 school year. The Board passed Resolution #17-16 to enter into an agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center California State Preschool Grant (CSPP-7338-00) at the June 21, 2017 Board Meeting and approved the agreement at the September 19, 2017 Board Meeting.

Fiscal Impact: OCC would receive ~~\$148,064~~ \$167,372 from July 1, 2017 to June 30, 2018. No matching funds required.

Previous Board Dates: June 21, 2017 and September 19, 2017

Coastline Community College received a revision on a sub-grant from Santa Ana Unified School District under the California Career Pathways Trust II (CCPT II) funding titled "**Santa Ana TECH.**" The goal of the CCPT II grant was to build partnerships between schools, community colleges, and employers to improve student transition into postsecondary education, training, and employment. This grant funded the development of Cybersecurity pathways between Santa Ana Unified School District and Coastline Community College to better prepare students for those transitions. The revision allowed for the carryover of unexpended funds from years 1 and 2 until all funds are completely expended by March 31, 2019.

Fiscal Impact: Coastline Community College received \$387,682 from October 19, 2015 to ~~May 30, 2017~~ March 31, 2019. No matching funds required.

Original Board Date: March 16, 2016

Coastline Community College received a revision on a grant from the U.S. Department of Defense/National Security Agency (NSA) titled "**Cybersecurity Instructional Success Network (CISN).**" Coastline Community College would establish a National Center of Academic Excellence in Cyber Defense – Two Year Education (CAE2Y) Regional Resource Center to provide assistance to the 114 California community colleges and other western regional colleges in preparation for their application to CAE2Y designation. Assistance would consist of application-specific training opportunities, application peer review opportunities, and hosting of faculty professional development workshops and webinars. Additionally, Coastline Community College would serve as a CAE2Y community resource center to CAE2Y colleges and those interested in applying for the designation. The revision allowed for the extension of the period of performance to September 20, 2018.

Fiscal Impact: Coastline Community College received \$163,696 from October 1, 2016 to ~~September 30, 2017~~ September 20, 2018. No matching funds required.

Original Board Date: October 5, 2016

Golden West College received a revision on a sub-grant from Santa Ana Unified School District under the California Career Pathways Trust II (CCPT II) funding titled "**Santa Ana TECH.**" The goal of the CCPT II grant was to build partnerships between schools, community colleges, and employers to improve student transition

into postsecondary education, training, and employment. This grant funded the development of Digital Media pathways between Santa Ana Unified School District and Golden West College to better prepare students for those transitions. The revision allowed for the carryover of unexpended funds from years 1 and 2 until all funds were completely expended by March 31, 2019.

Fiscal Impact: Golden West College received \$342,676 from October 19, 2015 to ~~May 30, 2017~~ March 31, 2019. No matching funds required.

Original Board Date: March 16, 2016

Motion carried with the following vote:

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

22.02 DIS – Revenue Generating Agreement with the Treasurer of the County of Orange

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Agreement between the Treasurer of the County of Orange and the Coast Community College District. The Board President or designee was authorized to sign any related documents indicating approval by the Board of Trustees.

Measure M, the \$698 million General Obligation Bond Measure, was approved by the voters in November 2012. While technology and facility upgrades represented the cornerstone of Coast's program, and that of many if not most other districts' bond programs, many organizations lose focus of the long-term life cycle cost of such initiatives. Further, while in the past, local districts could count on on-going revenue streams to fund major facility refurbishment and technology initiatives from the state, more recently these fund streams had been far less predictable. Recognizing this trend, Coast established an endowment fund for these purposes reflected below as taxable issuances.

1. Series 2013A (\$190 million - tax exempt)
2. Series 2013B (\$10 million – taxable)
3. Series 2016C (\$30 million – taxable)
4. Series 2017D (\$280 million – tax exempt)
5. Series 2017E (\$20 million - taxable)

A sixth and final issuance, for the remaining \$168 million authorization (tax exempt bonds), was currently contemplated during calendar year 2020. Beginning with Series 2013B, Coast entered into a contractual relationship with PFM Asset

Management for the long-term investment and management of the endowment resources. The tax-exempt resources remained under the purview of the Orange County Office of the Treasurer-Tax Collector. However, for purposes of investing the 2017E proceeds, a new law "AB-2738 School bonds: local school bonds: Investment" became operative on January 1, 2017. This law prohibited the proceeds from the sale of bonds from being withdrawn by a school district or community college district for investment outside the county treasury. Thus, the 2017E proceeds remained under the purview of the county Treasurer's Office. In order to facilitate the investment strategy as approved by the Board earlier this year, the contract with the Orange County Treasurer's office required approval by the Board of Trustees.

Description of Services/Project: Agreement for Specific Long-Term Investment Program for Coast Community College District 2012 GO Bonds, Series 2017E: The Coast Community College District ("CCCD") had requested that the taxable bond proceeds from the CCCD's General Obligation Bonds, Series 2017E in the amount of \$20 million be invested for twenty years with annual principal and interest drawdowns starting in the year 11 as shown in the Proposed Drawdown Schedule. The Agreement was made between the Coast Community College District and the Treasurer of the County of Orange, and specified the contractual terms and conditions by which the Treasurer would manage and invest these District's deposits that were being set aside for future needs of a long-term nature.

Term: November 2, 2017 – November 1, 2037

Fiscal 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

23.00 Ratification/Approval of General Items of Business

23.01 OCC - Authorization to Conduct a Short-Term Study Abroad in Guerrero Negro Baja, Mexico

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to authorize a study abroad program in Guerrero Negro Baja, Mexico, from February 16 -19, 2018. Karen Baker, full-time Professor, to serve as faculty. All logistical arrangements would be handled by program service provider Andiamo Travel.

Fiscal Impact: NTE \$2,977. The cost was to be 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

23.02 DIS – Approval of Educational Administrator Employment Agreement (Gregory Peterson, GWC)

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Acting Educational Administrator Employment Agreement with Gregory Peterson to serve as Acting Vice President of Instruction at Golden West College commencing on October 19, 2017 and ending on June 30, 2018. Compensation was \$186,596.00, annually based on the appropriate step placement. The Board President, or designee, was authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Motion carried with the following vote:

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

23.03 DIS – The County of Orange Registrar of Voters to Use Coast District Board Room as a Polling Site

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to ratify the County of Orange Registrar of Voters' use of the Coast Community College District Office Board Room as a polling site for the Primary State Election to be held on June 5, 2018 and the General Election on November 6, 2018. This voting site would provide registered voters, in this voting precinct, an opportunity to cast their ballots at the District site with minimal impact to regular District operations.

Fiscal impact: The polling site would be operated by the Orange County Registrar of Voters at 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

23.04 DIS – Adoption of College Self-Assessment for Guided Pathways

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt the Guided Pathways Self-assessment for Coastline Community College, Golden West College and Orange Coast College, as corrected.

On September 20, 2017, the State Chancellor's Office announced the first phase of the California Community Colleges Guided Pathways endeavor. This effort would be formally supported by the Guided Pathways Award Program, in which all participating colleges would receive fiscal allocations over the five-year period specified in legislation to accomplish this important work.

The 2017-18 State Budget authorized \$150 million in one-time funds for the implementation of Guided Pathways. \$135 million of those funds are to be allocated to colleges. The \$135 million allocation was based on 35% total FTES, 45% total number of Pell grants awarded and 20% equal distribution. The total allocation would be spread out over five years as follows: 25% in year 1; 30% in year 2; 25% in year 3; 10% in year 4; and 10% in year 5. Colleges were guaranteed a minimum total allocation of \$500k. These figures were estimates based on an assumption of full participation by all 114 colleges. Actual allocations would vary based on participation levels, changes in enrollments, and other factors. The year 1 allocation would be issued in April 2018.

Based on the preliminary allocations, Coast Colleges was expected to receive the following funding:

	Total 5 Year Allocation	Year 1 25%	Year 2 30%	Year 3 25%	Year 4 10%	Year 5 10%
Coastline	\$898,817	\$224,704	\$269,645	\$224,704	\$89,882	\$89,882
Golden West	\$1,091,347	\$272,837	\$327,404	\$272,837	\$109,135	\$109,135
Orange Coast	\$1,698,277	\$424,569	\$509,483	\$424,569	\$169,828	\$169,828
Total	\$3,688,441	\$922,110	\$1,106,532	\$922,110	\$368,845	\$368,845

While these resources would provide vital support for planning and initial implementation, it should be noted that these dollars did not represent the only resources available to maximize the Guided Pathways framework. Other resources such as Equity, Basic Skills (BSI), Student Success and Support Program (SSSP), and unrestricted base funding would also be integrated into this effort over the long-term. The Guided Pathways framework would support the redesign of many instructional and support programs on our campuses in order to amplify student success, ameliorate achievement gaps, and increase goal completion.

In order to participate in the Guided Pathways Award Program, colleges were required to complete three steps: attend an Institutional Effectiveness Partnership Initiative (IEPI) workshop fall 2017 focused on the self-assessment process; complete the Guided Pathways self-assessment and submit by December 23, 2017; and complete and submit the Guided Pathways multi-year work plan by March 30, 2018. Following the completion of these components, initial funding allocations would be made beginning in April 2018.

The State Chancellor's Office self-assessment template was constructed based on the key elements of guided pathways to support the California Community College Guided Pathways effort. While colleges can create Guided Pathways in different ways, this framework integrated a number of evidence-based practices to improve student completion that had emerged from the field and research over the last decade.

Teams from all three colleges attended the IEPI workshop. All three colleges worked on and completed the required self-assessment following the template provided by the State Chancellor's Office. The State Chancellor's Office required that these self-assessments be adopted by the Board prior to submission to the state.

Motion carried with the following vote:

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

24.00 Resolutions

24.01 Resolution #17-34 Authorization to Purchase Furniture for the Student Services Center Project at Golden West College

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Resolution #17-34 to purchase furniture for the Student Services Center Project at Golden West College.

Motion carried with the following vote:

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

25.00 Policy Implementation/Administrative Procedure Ratification

25.01 DIS – Board Policy for Approval and Administrative Procedures for Ratification

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve/ratify the following Board Policy and Administrative Procedures listed below. These were brought for first reading to the October 18, 2017 Board of Trustees regular meeting. Text recommended for deletion was marked by strike-through font; new text recommended for inclusion was marked by underlined font.

Chapter 3. General Institution

AP 3251 Total Cost of Ownership – new (associated with BP 3250 Institutional Planning)

Chapter 4. Academic Affairs

BP 4901 International and Multicultural Education – revision

AP 4901 International Students – revision

Chapter 6. Fiscal Affairs

AP 6903 Position Control – revision (associated with BP 6300 Fiscal Management)

Chapter 7. Human Resources

AP 7400 Travel – revision (associated with BP 7400 Travel)

Motion carried with the following vote:

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

26.00 Approval of Minutes

26.01 Minutes

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the minutes of the Regular Meeting of October 4, 2017 and Special Meeting of October 18, 2017.

Motion carried with the following vote:

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

27.00 Informative Reports II

27.01 Report from the Chancellor

The Chancellor provided a report to the Board.

27.02 Reports from the Presidents

The following College Presidents provided reports to the Board:

Dr. Lori Adrian, Coastline Community College
Dr. Dennis Harkins, Orange Coast College
Wes Bryan, Golden West College

27.03 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

27.04 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)
Rob Schneiderman, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)
Rupa Saran, Coast District Management Association (CDMA)

27.05 Reports from the Board of Trustees

Trustees provided individual reports.

28.00 Study Session

28.01 Board Self Evaluation

This item was pulled and would be returned to the November 15, 2017 Board agenda.

29.00 Close of Meeting

29.01 Public Comment

There were no requests to address the Board.

29.02 Adjournment

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to adjourn the meeting at 7:04 p.m. in memory of Dan Corfield and Bryce Campo.

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.....	22-28

CLOSED Session 11/01/17 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 2017-18 academic year.

Coastline Community College

Ahlman, Mary

Golden West College

Berkan, Ilya

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:

FALL

Appointments during the period **10/23/17-12/16/17**:

Orange Coast College

<u>Name</u>	<u>Discipline</u>
Keville, Sam	Architecture

Military Contract Education at Coastline College

Part Time Faculty Appointments during the period 10/01/17 to 02/28/17

<u>Name</u>	<u>Discipline</u>
Barnes, Ralph	Philosophy
Candelaria Patricia	Spanish
Carlucci, Michael	Mass Communications
Curtis, Michael	Marine Science
Freeman, William	History
Go, Marianne	Sociology
Matar, Fadi	Management
Menzing, Todd	History

Najera, Michael	Political Science
Oelstrom Jeanne	Business
Ondracek, Theodore	Business
Ostrowski, Kenneth	Astronomy
Ruppert, Kelly	Geology
Villalobos, Jose	Math
Walling, Dianne	Art
Windsor, Adrian	Humanities
Wooten, Darlene	Psychology

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:

Flynn, Scott

Oropeza, Abelardo

Rivas, Eric

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.

Interim, Vice Chancellor Assignment

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Dates</u>	<u>Plcmt</u>
Tortarola, John	DIST	Interim, Vice Chancellor of Human Resources	11/02/17 to 02/01/18	LL-2-4

Interim, Vice President Assignment

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Dates</u>	<u>Plcmt</u>
Mueller, Kathryn	CCC	Interim, Vice President Student Services	11/02/17 to 01/31/18	DG-14-7+Doc

5. 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>
Mitchell, Scott	OCC	Planetarium Manager	01/02/18	DG-6-1	O-002-18

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>
Duhamel, Rachel	DIST	Buyer	11/02/17	E-119-2	D-009-18
Nguyen, My Linh	OCC	Instruct Food Serv Coord	11/02/17	E-115-1	O-005-18
Novitsky, Eric	OCC	Lab Instr Asst-Chemistry	11/13/17	E-113-5	O-003-18

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

None.

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:

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>
Thompson, David	CCC	Mgr. eLearning Sys	Dir, Academic & User Support	Extend from 10/31/17 to 11/30/17	DG-9-7
Tran, Hannah	CCC	Admin Clerk	A & R Tech II	Extend from 10/31/17 to 11/30/17	E-114-1

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>
Cappoccia-White, R.	CCC	Manager, Enroll Svcs	Special project assignment that is not fixed and prescribed to the assigned position that exceeds five working days	10/01/17	12/31/17	DG-7-6
Conlisk, Karen	CCC	Contr Ed Prog Coord	Temporary duties that are not fixed and prescribed	10/01/17	12/31/17	E-118-8

to the assigned position
that exceed five working
days

De La Rosa, Jennifer	CCC	Mgr., Outreach & Partnership	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/17	12/31/17	DG-7-5
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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>
Parker, Valerie	OCC	11/20/17	12/31/17	124402-246000	M,T,W,Th,F
Pham, Lina	GWC	10/16/17	07/09/18	813001-361801	M,T,W,Th,F

Hourly/Temporary/Instructional/Research Assistant, to provide instructional support services to faculty and instructional divisions by assisting with pre-class preparations, maintaining various school records, scoring tests, tutoring, and coordinating instructional materials or equipment in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Ticlea, Gadiel	CCC	10/01/17	07/09/18	110001-804802	M,T,W,Th,F
Vo, Davis	OCC	10/16/17	07/09/18	110001-274100	M,T,W,Th,F
Wu, Yinguy	OCC	11/10/17	07/09/18	812001-201592	M,T,W,Th,F

110001-
201591

124028-
201591

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>
White, Zachary	GWC	08/01/17	08/24/17	110001-942830	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>
Alfrey, Janice	OCC	10/23/17	07/09/18	812030-212702	M,T,W,Th,F
				812010-266851	M,T,W,Th,F
Harris, Samuel	GWC	10/20/17	07/09/18	110001-385201	M,T,W,Th,F
Martin, Rashaan	GWC	10/23/17	07/09/18	110001-38201	M,T,W,Th,F
Serrano Arriola, Raul	OCC	10/10/17	07/09/18	812015-263750	M,T,W,Th,F
Smith, Rhona	GWC	10/18/17	07/09/18	110001-385201	M,T,W,Th,F
Williams, Vincent	OCC	10/17/17	07/09/18	812020-205401	M,T,W,Th,F

Hourly/Temporary/Skilled Crafts, to perform highly specialized, detailed tasks such as transporting, segregating and storing hazardous materials, constructing and rigging stage equipment, or design event lighting for stage productions supporting one or more campus departments and/or divisions: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Neal, Priscilla	GWC	10/01/17	07/09/18	124403-349608	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>
Woyjeck, James	OCC	06/12/17	08/07/17	110001-220102	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>
Munoz, Monique	CCC	11/01/17	01/02/18	818030-847517	M,T,W,Th,F
Roberts, Corie	CCC	11/01/17	01/02/18	818030-847515	M,T,W,Th,F

11. Ratification of Appointment of State Mandated Substitute Classified

None.

12. Ratification of Medical Professional Hourly Personnel

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.

Coastline College

Nguyen, Gina

Golden West College

Chen, Yi Ling

Jackson, Sky

Luevano, Carissa

Noori, Salma

Rodriguez, Christian

Orange Coast College

De la Cruz, Tanya

Elabd, Marina

Guevara, Tania

Hormozdyari, Anahita

Jamlaney, Muneeb Mobin

Khaksarhaghani, Masoud

Le, Duy

Mora, Emma

Nguyen, Leah

Partovi, Shima

Pham, Tuan

Sun, Daniel

Xa, Nichole

Yang, Heejae