

REGULAR MEETING MINUTES*

Board of Trustees

Coast Community College District

District Board Room

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

Wednesday, January 17, 2018

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on January 17, 2018 in the Board Room at the District Office.

1.00 Preliminary Matters

1.01 Call to Order

Board President Hornbuckle called the meeting to order at 3:45 p.m.

1.02 Roll Call

Trustees Present: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky

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
Vice President, Student Services
5. Approval of Appointment of Classified Management
Manager, Board Support Services/Board Secretary
6. Approval of Appointment of Classified Staff
HR Analyst
District Accounting Analyst, Sr.
Division Area/Office Coordinator
Administrative Secretary
Student Success and Equity Specialist
7. Approval of Reclassification and Reorganization/Reassignment, Classified
Staff
Administrative Assistant 1
8. Ratification of Temporary Out of Class Assignments, Classified Staff
Administrative Assistant 2
Administrative Assistant to the Vice President
Office Services Assistant
Mechanic
9. Ratification of Project-Specific Assignment, Classified Staff
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
 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
 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
 Joseph Woldzik vs. Coast Community College District, Orange County
 Superior Court Case No. 30-2017-00959150

d. Conference with Legal Counsel: Anticipated Litigation

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

e. Conference with Legal Counsel: Anticipated Litigation

Potential initiation of litigation pursuant to sub-section "d-4" of *Government
 Code* Section 54956.9: Two cases.

f. Conference with Labor Negotiator

(Pursuant to *Government Code* Section 54957.6)

District Negotiators: John Tortarolo, Interim 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)

g. Conference with Real Property Negotiator
(Pursuant to *Government Code* Section 54956.8)

Property: OCC Student Housing Development
District's Negotiators: Dr. Richard Pagel and Matthew Bohannon of
Brailsford & Dunlavey
Negotiating Party: Servitas Development, LLP
Under Negotiation: Price and terms of payment

1.05 Reconvene to Open Session

The meeting was reconvened by Board President Hornbuckle at 5:13 p.m.

1.06 Pledge of Allegiance

Student Trustee Venegas 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 Patterson, the Board voted to approve the personnel items. (See Appendix pages 17-25)

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on the motion by Trustee Moreno, seconded by Trustee Patterson, the Board approved the Resolution Agreement between Orange Coast College and the Office for Civil Rights.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky
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:

Adele Dick, GWC, A&R Technician Senior, retirement effective March 1, 2018
Shirley Jones, CCC, Military/Contract Ed Tech Intermediate, retirement effective
December 30, 2017

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

Motion carried with the following vote:

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

2.00 Informative Reports

2.01 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
Student Trustee Venegas on behalf of Nuran Alteir, Golden West College
Leanna Gutierrez, Orange Coast College

2.02 DIS – Quarterly Report on Measure M

Mr. Jerry Marchbank, Sr. Director Facilities/Planning and Construction, gave a brief overview of the Measure M quarterly report that had been presented to the Citizens' Oversight Committee at their November 8, 2017 Regular Meeting. He noted that the Golden West College Criminal Justice Center was now occupied, and that beginning this week the Golden West College Student Services Building was assembling furniture and staff would move in during spring break. He also reported that the Governor's budget included the Golden West College Language Arts project for this upcoming year.

Mr. Marchbank also gave an overview of the District Facilities Planning and Construction Report (local hiring, diversity, labor compliance, and payroll certification) and responded to Trustees' questions.

3.00 Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

The Board reviewed upcoming Board Meeting dates. On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to add April 11, 2018 to the calendar for Service Awards recognition. It was noted that this date would be changed if it conflicted with Trustee legislative visits to Washington DC.

Motion carried with the following vote:

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

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

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

3.03 Board Directives Log

The Board reviewed the Board Directives Log. On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to add an item to the Board Log for a discussion of construction bidding processes and consideration of ways to incentivize local hiring.

Motion carried with the following vote:

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

4.00 Consent Calendar (Items 5.01 – 18.01)

At the request of staff, **Item 9.08 DIS – Independent Contractor Agreement with JB Rewards** was pulled.

Trustee Patterson requested the following items be pulled for discussion:

Item 8.01 CCC Special Events and Projects
Item 8.02 GWC Special Events and Projects
Item 8.03 OCC Special Events and Projects
Item 10.01 OCC Non-Standard Agreement with the Foundation for California Community Colleges

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

Motion carried with the following vote:

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

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve **Items 8.01, 8.02 and 8.03.**

Motion carried with the following vote:

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

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve **Item 10.01.**

Motion carried with the following vote:

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

19.00 Discussion Calendar

20.00 Revenue Generating Agreements/Contracts Over \$90,200

20.01 DIS – Funded Programs

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve participation in the following funded program. In addition, the associated contract was approved. A copy of the contract was made available in the Educational Services and Technology Office.

Coastline Community College received funding from the California Department of Education Workforce Innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act. This grant targeted non-native English speakers and provided supplemental funding to support adult education and literacy instruction necessary to serve California adults.

Fiscal Impact: Coastline Community College would receive \$132,186 from July 1, 2017 to June 30, 2018. No matching funds required.

Motion carried with the following vote:

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

21.00 Approval of Non-Standard Agreements in Excess of \$90,200

21.01 DIS – Approval of Non-Standard Agreement with Ellucian

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve a non-standard agreement with Ellucian. On December 13, 2017, the Board had approved a Non-Standard Agreement with Ellucian allowing the use of cloud-based hardware (also known as “the Cloud”) to host Coast Community College District’s Banner and its related systems. In an ongoing effort to continue serving our

students' and staff's needs, Coast was requesting to continue their efforts with Ellucian by implementing Banner 9, the newest version of the Ellucian's Enterprise Resource Program (ERP) currently used by the Coast Community College District. The implementation would impact every module and business process currently in use.

Term: February 1, 2018 – January 31, 2020

Fiscal Impact: Not to exceed \$2,046,660 to be paid for using Capital Outlay Funds

Motion carried with the following vote:

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

22.00 Ratification/Approval of General Items of Business

22.01 CCC – Approval of Changes in Signatories for Union Bank Accounts

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the change of signatories for a Union Bank account for the property management account of 17075 Newhope, Fountain Valley, CA 92708 due to change in ownership of Property Management contracted agent.

Coastline Community College – Property Management #2740027096
W. Andrew Dunn - Vice Chancellor, Finance & Administrative Services
Daniela Thompson - Administrative Director, Fiscal Affairs
Christine Nguyen – Vice President, Administrative Services
Vince Rodriguez – Vice President, Instructional Services
Helen Rothgeb – Dir. Business Services
~~Barbara Krause – Krause Management Services~~
~~Ann Crabtree – Krause Management Services~~
Debbie L. Bee – Krause Management Services

Fiscal Impact: None

Motion carried with the following vote:

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

22.02 OCC – Approval of Sole Source Procurement of FRAMECAD Mobile Factory Unit

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board made findings that FRAMECAD America Inc. was the sole provider and that the recommended procurement of a mobile factory unit for the OCC Architectural Technology and Construction Technology Programs was necessary and in the best interests of the District, and authorized the equipment purchase. The President of the Board of Trustees, or designee, was authorized to sign any related documents.

The District Purchasing Director had reviewed the equipment and price quotation, and determined the pricing to be fair and reasonable.

Fiscal Impact: \$433,536.00. To be funded by Perkins Grant.

Motion carried with the following vote:

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

22.03 OCC – Approval of Sole Source Procurement of Two Phillips EPIQ 7G Ultrasound Systems

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board made findings that Phillips Healthcare was the sole provider and that the recommended procurement of two Philips EPIQ 7G Ultrasound Systems for the OCC Diagnostic Medical Sonography Program and Cardiovascular Technology Program was necessary and in the best interests of the District, and authorized the equipment purchase from Philips Healthcare. The President of the Board of Trustees, or designee, was authorized to sign any related documents.

The District Purchasing Director has reviewed the equipment and price quotation and determined the pricing to be fair and reasonable.

Fiscal Impact: \$298,740.28. To be funded by California Strong Workforce Program fund.

Motion carried with the following vote:

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

22.04 DIS – Approval of Instructional Material Fees

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

Motion carried with the following vote:

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

22.05 DIS - Bid Tabulations, Award of Contract, and Approval of Standard Professional Services Agreement with Records Consultants Inc., for District-Wide Fixed Asset Inventory Services, RFP No. 2113

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to award RFP No. 2113 to Records Consultants, Inc. and approved a Standard Professional Services Agreement with Records Consultants, Inc. The President of the Board of Trustees, or designee, was authorized to sign any other related documents indicating approval by the Board of Trustees.

The District sought a qualified firm to perform a comprehensive physical inventory of all District-owned assets \$1,000 and above. The goal of this project was to establish a baseline of all District general fixed assets \$1,000 and above and reconcile with existing data in the Ellucian Banner Fixed Asset program. Notices were published in the Daily Pilot on July 27, 2017 and August 3, 2017. Additionally, three firms were directly emailed that were identified by other local college districts. Eleven proposals were received and opened on August 24, 2017.

The District Purchasing office established a selection committee, consisting of OCC, GWC, CCC, and District office personnel to review and evaluate all respondents. Respondents were evaluated and scored based on (1) experience, (2) proposal responsiveness (3) cost and (4) time to complete the project. Based on the initial scoring, four firms were short-listed and invited to participate in the interview phase. Interviews were held on November 27th at which time the committee, after extensive deliberations, recommended Records Consultants, Inc. (RCI) for selection of for this project. The interviewees included:

<u>Rank</u>	<u>Firm</u>	<u>City/State</u>
1	Records Consultants, Inc.	San Antonio, TX
2	Asset Inventories, Inc.	New York, NY
3	AssetWorks	Los Angeles, CA
4	Duff & Phelps	Los Angeles, CA

The following respondents (alphabetical) were not selected as finalists for this project:

Asset Control Solutions, Asset Services, CBIZ, HCA Asset Management, Precision Material Management, ProBar, Navigant

Fiscal Impact: \$105,000 (District Capital)

Motion carried with the following vote:

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

22.06 DIS – Authorization to File Notice of Completion and Release Retention Funds

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

CCC– Garden Grove Center Solar P/V Carport Project, Bid No. 2046
Contractor: SunPower Corporation Systems

Motion carried with the following vote:

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

22.07 DIS - Authorization to Enter into Memorandum of Understanding with the Orange County Clerk-Recorder for the Use of the Secure Government to Government (G2G) Portal was pulled at the request of Staff.

23.00 Resolutions

23.01 DIS - Resolution #18-01 of the Board of Trustees to Establish Nonresident Tuition Fee, 2018-2019

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt Resolution #18-01 to establish a nonresident tuition fee for 2018-2019.

Motion carried with the following vote:

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

24.00 Minutes

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the minutes of the Special Meeting of December 13, 2017, Regular Meeting of December 13, 2017, and Special Meeting of December 15, 2017.

Motion carried with the following vote:

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

25.00 Informative Reports II

25.01 Report from the Chancellor

The Chancellor provided a report to the Board.

25.02 Reports from the Presidents

The following College Presidents provided reports to the Board:

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

25.03 Reports from Academic Senate Presidents

There were no reports from Academic Senate Presidents.

25.04 Reports from Presidents of Employee Representative Groups

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

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

25.05 Reports from the Board of Trustees

Trustees provided individual reports.

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to add an item to the agenda that had come to their attention subsequent to the posting of the agenda that required immediate action.

Motion carried with the following vote:

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

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to support the current DACA legislation and continued legislative action to support students in our state and at the national level, and for the Chancellor to prepare a letter of support for DACA from the Board, to be signed by the Board President, and distributed to the California legislative delegation immediately.

Motion carried with the following vote:

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

26.00 Close of Meeting

26.01 Public Comment

There were no requests to address the Board.

26.02 Adjournment

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to adjourn the meeting at 6:15 p.m.

Motion carried with the following vote:

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



Jane Burton
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.....	17-25

CLOSED Session 1/17/18 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.

Orange Coast College

Peach, Robert

Pham, Thuy

Yi, Paul

Zucker, Alfred

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

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

SPRING "A" SESSION Onshore Program at Coastline College

Full Time Faculty Appointments during the period 01/29/18-03/25/18:

<u>Name</u>	<u>Discipline</u>
Davis, Scott	ENGL
Henry, Deborah	BIOL
Johnson, Daniel	HIST
Lee, Lisa	MATH
Leighton, Kenneth	ENGL
Levenshus, Joshua	COMM STUDIES
Lockwood, Frederick	BUS
Marcus, Ted	CHEM
Montero, Sasha	HUM SVCS
Murray, Tanya	BIOL
Smith, Stacey	ECON
Vu, Hao-Nhien	MATH

Warner, Michael CST

West, Tobi CST

Part Time Faculty Appointments during the period 01/30/17-03/26/17:

<u>Name</u>	<u>Discipline</u>
Aubry, Michael	MS
Barnes, Ralph	PHIL
Bilbruck, Peggy	BUS
Boehler, Connie	PE
Breslaw, Cathy	ART
Brock, Marilyn V.	PE
Campbell, Lynda	BUS
Candelaria, Pat	SPAN
Chao, Iris	ENGL
Cratty, William	MUS
Crowley, Debra	BC
Del Carmen, George	BUS
Devoe, Todd	EMGT
Eber, Lorie	SOC
Everett, Michael	MATH
Fanelli, Tracy	BC
Flores, Robert	PE
Forbes, Junko	MATH
Freeman, William	HIST
Go, Marianne	SOC
Godfrey, Don	BCT
Henry, Charles	BUS
Hoekstra, Thomas	ACCT
Ildefonso, Nelson	ACCT
Irvin, Teresa	EMGT
Isbell, Don	CST

Jewell, Randall	PTEC
Jones, Nancy	CST
Kami, Al	CST
Kelsey, Davie	PHIL
Kerr, Jeffrey	CST
Letterman, Bryce	LAW
Lopez, Ellen	EMGT
Marin, Iliana	MS
Marks, Karen	HSVC
Menzing, Todd	HIST
Motter, Karen	BC
Nichols, Kristen	ENGL
Ostrowski, Ken	ASTR
Parent, Nancy	HLTH
Petri, Michael	PSCI
Runk, Laurie	HLTH
Ruppert, Kelly	GEOL
Salvi, Lisa	ANTH
Sampson, Kevin	EMGT
Schachat, Carol	PSYC
Schindelbeck, Judy	FN
Smith Jones, Lisa	ACCT
Smith, Ron	PTEC
Talmage, Dorrie	BIOL
Tran, Chau	MATH
Wahba, Remon	BIOL
Walker, Heather	ART
Waller, Ellis	GERO
Windson, Adrian	HUM
Wooten, Darlene	EDUC

INTERSESSION

Appointments during the period **01/02/18-01/26/18:**

Coastline Community College

<u>Name</u>	<u>Discipline</u>
Michel, Raquel	Counseling

SPRING

Appointments during the period **01/29/18-05/27/18:**

Coastline Community College

<u>Name</u>	<u>Discipline</u>
Michel, Raquel	Counseling

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:

Vergara, Raul

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.

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Dates</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Mueller, Kathryn	CCC	VP, Student Services	01/18/18-06/30/19	DG-14-7	10-C-18

REAPPOINTMENT

EDUCATIONAL ADMINISTRATOR REAPPOINTMENTS

The Coast Community College District employs educational administrators. During this reappointment cycle, effective 07/01/18, the following administrators are recommended for reappointment. These reappointments are subject to subsequent ratification of new employment agreements.

Name	Position	Placement	Doctoral Stipend	Site	Chancellor's Review	Reappointment Term
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Head, Sara	Project Dir., Adult Ed Block Grant	DG-7-6		OCC	Yes	1 year
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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>
Burton, Jane	DIST	Manager, Board Support Svcs & Board Secretary	01/18/18	DG-7-5	D-016-18

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>
Bentley, Kyla	DIST	HR Analyst	01/18/18	E-121- 1	D-024-18
Even, Kristine	DIST	Dist Accounting Analyst, Sr.	01/18/18	E-122- 1	D-020-18
Jacobs, Jessica	GWC	Division Area/Office Coord	01/18/18	E-117- 1	G-012-18
Jimenez, Jonathan	OCC	Student Success & Equity Specialist	01/18/18	E-114- 1	O-018-18
Lopez, Yadira	CCC	Admin Secretary	01/18/18	E-115- 1	C-004-18

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

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

Transfer

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Kahlen, Denise	GWC	Budget Technician	Administrative Assistant I	02/01/18

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>
McCord, Charissa	GWC	Course Asst 2	Admin Asst 2	01/02/18	03/31/18	E-114

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>
Fitzgerald, Erin	OCC	Admin Asst to the Vice President	Temporary duties that are not fixed and prescribed to the assigned position that exceeds five working days	01/01/18	03/31/18	E-119-4
Griffin, Kelsey	DIST	Office Services Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceeds five working days	01/01/18	03/31/18	E-113-2
Nguyen, Hung	DIST	Mechanic	Temporary duties that are not fixed and prescribed to the assigned position that exceeds five working days	09/01/17	06/30/18	E-118-9

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>
Kim, Sunny	DIST	01/02/18	07/09/18	110001-160700	M,T,W,Th,F
Lopez, Dennis	OCC	12/11/17	07/09/18	110001-249003	M,T,W,Th,F
Nguyen, Kevin	OCC	01/01/18	06/30/18	124135-249304	M,T,W,Th,F
Pham, An	OCC	01/01/18	06/30/18	124135-249304	M,T,W,Th,F
Pham, Thien	OCC	01/01/18	06/30/18	124135-249304	M,T,W,Th,F
Thissell, Lynn	DIST	01/02/18	06/30/18	110001-186300	M,T,W,Th,F
Virtue, Sharon	DIST	01/02/18	07/09/18	110001-160700	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>
Lackie, Foster	OCC	02/02/17	07/09/18	812001-201592 110001-201591 124028-201591	M,T,W,Th,F
Melvin, Samuel	OCC	12/16/17	07/09/18	812001-201592 110001-201591 124028-201591	M,T,W,Th,F
McPhee, Meghan	OCC	01/22/18	07/09/18	812001-201592	M,T,W,Th,F

					110001-201591	
					124028-201591	
Smith, Chelsea	OCC	12/14/17	07/09/18	812001-201592	M,T,W,Th,F	
				110001-201591		
				124028-201591		
Wright, Eliza-Marie	OCC	01/02/18	07/09/18	110001-200201	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>
Cao, Bach	OCC	12/05/17	07/09/18	127005-258900	M,T,W,Th,F
Jones, Jeffery	OCC	01/02/18	07/10/18	110001-285501	M,T,W,Th,F
Vivas, Stephanie	OCC	12/07/17	07/09/17	330003-259101	M,T,W,Th,F

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

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Cheng, Leah	GWC	12/11/17	07/09/18	127002-361404	M,T,W,Th,F
Dakelbab, Ahmed	OCC	01/04/18	07/09/18	110001-204205	M,T,W,Th,F
Dekleine, Jennifer	OCC	01/02/18	07/09/18	110001-204204	M,T,W,Th,F
Kuttel, Alex	GWC	01/02/18	07/09/18		

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>
Maddox, Garrett	OCC	01/02/18	06/09/18	812001-261605	M,T,W,Th,F
Tha Edison, Michelle	GWC	01/16/18	07/09/18	110001-324001	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.

Orange Coast College

Dong, Nghi

Hill, Abigail

Jimenez, Isaiah

Nguyen, Chau Minh

Solarin, Victor

Zane, Alexandra

