

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, March 7, 2018

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on March 7, 2018 in the Board Room at the District Office located at 1370 Adams Avenue, Costa Mesa, CA.

1.00 Preliminary Matters

1.01 Call to Order

Board President Hornbuckle called the meeting to order at 3:53p.m.

1.02 Roll Call

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

Trustees Absent: Trustee Grant and Student Trustee Venegas

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

1.03 Opportunity for Public Comment (Items on Closed Session Agenda)

Mr. Kevin Emerson addressed 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
5. Approval of Appointment of Classified Management
Director, Public Relations & Marketing
6. Approval of Appointment of Classified Staff
Contract Education Associate
Student Crisis Resource Specialist
7. Approval of Reclassification and Reorganization/Reassignment,
Classified Staff
Public Safety Officer, Senior
8. Ratification of Temporary Out of Class Assignments, Classified Staff
9. Ratification of Project-Specific Assignment, Classified Staff
IT Applications Developer
Staff Assistant
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. 34-2014-8001842

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
Coast Community College District vs. Robert McDougal, Orange County Superior Court Case No. 30-2017-00907612
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
Nicholas French vs. Arturo Salgado et al., Orange County Superior Court Case No. 30-2018-00974923

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: U.S. Department of Education/Coastline Community College, and claim by Dominique Riley.

e. Conference with Legal Counsel: Anticipated Litigation

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

f. Conference with Labor Negotiator
(Pursuant to *Government Code* Section 54957.6)

District Negotiators:
John Tortarolo, Interim Vice Chancellor Human Resources
Dr. John Weispfenning, Chancellor

Employee Groups:
Coast Federation of Classified Employees (CFCE),
Coast Community College Association-California Teachers Association/
National Education Association (CCCA-TA/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 Hornbuckle at 5:00 p.m.

1.06 Pledge of Allegiance

Trustee Moreno led the Pledge of Allegiance.

1.07 Report of Action in Closed Session (if any)

General Counsel, Dr. Jack Lipton, reported the following action from Closed Session:

For **Item 1.04 b. Public Employment**, on a motion by Trustee Moreno, seconded by Trustee Prinsky the Board voted to approve and ratify the personnel items as revised. (See Appendix pages 22-31)

Motion carried with the following vote:

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

For **Item 1.04 d. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Moreno, seconded by Trustee Prinsky the Board voted to deny the claim of Dominique Riley.

Motion carried with the following vote:

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

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Trustee Prinsky, seconded by Trustee Patterson the Board voted to ratify two tentative agreements with the Coast Federation of Educators: one regarding faculty overload and banking option form, and one pertaining to evaluation of Department Chair performance.

Motion carried with the following vote:

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

1.08 Public Comment

There was no public comment.

1.09 Acceptance of Retirements

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

Wes Bryan, GWC, President, retirement effective June 30, 2018.

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

Motion carried with the following vote:

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

2.00 Public Hearing

2.01 DIS - Adoption of Bargaining Proposals. Public Hearing on Initial Joint Proposals from Coast Community College District and Coast Federation of Classified Employees (CFCE) Local 4794

This Public Hearing was an opportunity for members of the public to comment on the Initial Joint Bargaining Proposals from Coast Community College District and Coast Federation of Classified Employees (CFCE), which was "sunshined" at the February 21, 2018, Meeting of the Board of Trustees.

Board President Hornbuckle opened the Public Hearing at 5:22 p.m. There was no public testimony. On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adopt the proposals, pursuant to Government Code Section 3547(c).

Motion carried with the following vote:

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

The Public Hearing was closed at 5:23 p.m.

3.00 Informational Reports

3.01 Reports from the Presidents of Student Government Organizations

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

Carlos Bahena, Coastline Community College
Katie Cormier, Golden West College

Leanna Gutierrez, Orange Coast College

3.02 DIS - Study Abroad Presentation

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban provided an overview and video presentation of the Study Abroad program.

The following students from the three colleges highlighted their experience participating in the Study Abroad program:

Matthew Colunga-Vega of Golden West College who traveled to London

Ziyi Wang of Orange Coast College who traveled to Paris

Carter Paige of Coastline Community College who traveled to Rome

3.03 DIS - Annual Report and Presentation on International Education Programs and Students

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban; Mr. Nathan Jensen, Orange Coast College Associate Dean of Global Engagement; Ms. Melissa Lyon, Golden West College Director of International and Intercultural Programs; and Dr. Vince Rodriguez, Coastline Community College Vice President of Instruction, provided a presentation and report on International Education and Student Programs.

3.04 DIS - Review of Quarterly Financial Status Report

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to accept the Quarterly Financial Status Report as presented.

Vice Chancellor of Finance and Administrative Services, Dr. Andy Dunn provided the Second Quarter Financial Status Report ending December 31, 2017. The Report contained the CCFS-311Q State Chancellor's Report, a General Fund Status Report and Fund Balance Report for all funds. Section 58310 of Title 5 of the California Code of Regulations required that the District file a Quarterly Financial Status Report (Form CCFS-311Q) with the State Chancellor's Office each quarter.

Motion carried with the following vote:

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

4.00 Budget Study Session

4.01 DIS - Budget Study Session

Vice Chancellor of Finance and Administrative Services, Dr. Andy Dunn provided a Preliminary Budget Development presentation to the Board. Dr. Dunn covered the following topics, and responded to Trustees' questions:

2016-17 FY Summary

- Final Recalculation
- Fund Balance Summary
- Annual Required Contribution (ARC) Trend
- 50% Law Trend
- UGF Budget Multi-year
- Categorical Summary
- Status of Audit Findings

2017-18 FY Status

- Audit entrance meeting (2/14/18)
- FTES at P-1
- FTES Multi-year

2018-19 FY and Beyond

- Preliminary Budget Assumptions
- Capital Budget
- Proposed Funding Formula
- Estimated 2018-19 Revenue & Expense
- Budget Development Calendar

5.00 Matters for Review, Discussion and/or Action

5.01 Board Meeting Dates

The Board reviewed upcoming Board Meeting dates. On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to change the date of the second meeting in November from Wednesday, November 21 to Tuesday, November 20 due to the Thanksgiving holiday.

Motion carried with the following vote:

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

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

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

5.03 DIS - Board Policies and Administrative Procedures for First Reading

The following Board Policies and Administrative Procedures were presented for first reading, and would move a future agenda for second reading or approval/ratification.

Chapter 2. Board of Trustees

BP 2360 Minutes – review, one minor change recommended

BP 2365 Recording – revision

BP 2901 Filing Qualification Statement for Trustee Candidate – revision

Chapter 3. General Institution

BP 3720 Computer and Network Use – revision

AP 3720 Computer and Network Use – new with revision of text from current BP 3720 and some new text

BP 3900 Speech: Time, Place, Manner – revision

AP 3900 Speech: Time, Place, Manner – revision

It was recommended to edit **BP 2365** under the direction of General Counsel to specify that meeting recordings would be maintained for 30 days or until such time that the minutes were approved.

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to edit **BP 2901** to specify that the Board may consider increasing the limit of the Candidate Statement to 400 words at an additional cost to the candidate.

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Moreno, Patterson and Venegas

Noes: None

Absent: Trustee Grant

Abstain: Trustee Prinsky

5.04 DIS - Board Policies Recommended to be Deleted

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to delete the following Board Policies:

Chapter 5. Student Services

BP 5903 Refund Policy - this was an obsolete policy. The information related to processing of refunds was operational and provided to students by each college; refunds were processed consistently across the colleges and in accordance with applicable state regulations.

Chapter 7. Human Resources

BP 7836 Retirement Certificated - this was an obsolete policy. It was no longer applicable, and no longer consistent with current laws and regulations or current collective bargaining agreement.

Motion carried with the following vote:

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

5.05 DIS - Annual Report from Coast Colleges' Foundation Directors, Assessment of Good Standing

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to accept the Annual Report from Coast Colleges' Foundation Directors, Assessment of Good Standing as presented.

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

Motion carried with the following vote:

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

5.06 DIS - Opportunity for Review, Discussion and Possible Action of Board Goals 2018-2010

On a motion by Trustee Patterson, seconded by Student Trustee Venegas, the Board voted to adopt seven proposed 2018-2020 goals as presented.

Pursuant to BP 2745, the Board conducted a self-evaluation and requested District personnel to participate in the evaluation process. The Board met on January 24, 2018 to review goals set following the 2015 self-evaluation and results of the 2017 surveys in order to:

- Identify accomplishments and areas of improvement since the last self-evaluation cycle.
- Identify areas in which improvement was needed.
- Devise a process and appropriate measures to address areas in which improvement was needed.
- Begin the process of developing goals for the Board for future years.

After in-depth review and discussion of the 2017 Board Self Evaluation Survey, the Board directed the Board President and Board Clerk to refine the Board goals and bring them back to a future board meeting. Board President Hornbuckle and Board Clerk Moreno met on February 28, 2018 and presented the proposed goals for review, discussion and approval by the Board at this time.

Chancellor Weispfenning reviewed the integration and alignment of the Board goals with Chancellor's goals, college goals and department goals. Trustee Hornbuckle recommended considering an eighth goal pertaining to ethics. Trustee Prinsky recommended a greater connection between Board goals and the self-evaluation, and felt that the ethics policy could be clearer. The Code of Ethics would be reviewed in September.

Motion carried with the following vote:

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

5.07 Board Directives Log

The Board reviewed the Board Directives Log. On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to add an item to the Board Log for an Annual Report of Associated Student Government Organizations in Good Standing, with a due date of June 2018.

Motion carried with the following vote:

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

6.00 Consent Calendar (Items 7.01 - 19.01)

At the request of Chancellor Weispfenning, item 11.05 DIS - Standard Professional Services Agreement with Cumming was pulled.

At the request of Trustee Moreno, item 14.01 GWC - Contract Education was pulled for discussion.

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

Motion carried with the following vote:

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

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve Item 14.01.

Motion carried with the following vote:

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

20.00 Discussion Calendar

21.00 Ratification/Approval of General Items of Business

21.01 DIS - Approval of Amendment to Educational Administrator Employment Agreement (Niroumand, Madjid, OCC)

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve the amendment to the Educational Administrator Employment Agreement for Madjid Niroumand, OCC. Effective January 1, 2018, Section 7 of the Agreement was revised to change the salary range.

Motion carried with the following vote:

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

21.02 DIS - Approval of Amendment to Educational Administrator Employment Agreement (Saddul, Claudia, GWC)

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve the amendment to the Educational Administrator Employment Agreement for Claudia Saddul, GWC. Effective January 1, 2018, Section 7 of the Agreement was revised to change the salary range.

Motion carried with the following vote:

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

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

On a motion by Trustee Moreno, seconded by Trustee Prinsky, 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, would be 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.

OCC – Maritime Training Center Dock Modification Project, Bid No. 2107
Contractor: Swift Slip Dock & Pier Builders, Inc.

OCC - Skills Center and Faculty Offices HVAC, Bid No. 2116
Contractor: Allison Mechanical, Inc.

Motion carried with the following vote:

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

21.04 DIS - Approval of the 2017/2018 Hourly/Temporary Support (160 Days) Salary Schedule HH

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt the Hourly/Temporary Support (160 Days) HH salary schedule.

At the Request of Trustee Patterson, the Chancellor was directed to investigate and report back on the timing and budget impact of implementing new legislation which increased minimum wage by \$1 per hour every year, to be \$15 per hour as of January 1, 2022.

Motion carried with the following vote:

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

21.05 DIS - Approval of Instructional Material Fees

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

Motion carried with the following vote:

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

21.06 DIS - Approval of Amendment No.1 to Standard Contractor Services Agreement with Allison Mechanical

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve Amendment No. 1 to the Standard Contractor Services Agreement with Allison Mechanical Inc.

On November 15, 2017 the Board of Trustees awarded Bid No. 2116 to Allison Mechanical, Inc. for Construction Services on the Skills Center and Faculty Offices at Orange Coast College. Orange Coast College had replaced the heating, ventilation, and air conditioning (HVAC) units and duct work associated with the faculty offices. While completing the construction, asbestos was discovered in the existing exhaust fans. Allison Mechanical, Inc. was required to complete the abatement before moving forward with the project as scoped. The original bid amount included \$25,000 in allowances, of which \$18,761.70 was used for this abatement. The remaining \$6,238.30 was credited back to the college as part of this unused allowance.

Term: November 16, 2017 - December 31, 2017

Fiscal Impact: A credit of \$6,238.30 to 2017-18 Scheduled Maintenance Funds. This would allow project close-out to begin.

Motion carried with the following vote:

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

21.07 DIS - Approval of Amendment No. 2 to the Standard Professional Services Agreement with Willdan Geotechnical, a Division of Willdan Engineering

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve Standard Amendment No. 2 to the Standard Professional Services Agreement with Willdan Geotechnical, a Division of Willdan Engineering.

The additional budget request was to cover additional services required to complete the OCC Planetarium Project due to an extended time-line during the construction phase of the project as well as unforeseen extreme weather conditions.

Term: April 8, 2016- June 30, 2019

Fiscal Impact: \$49,675. The previous contract amount was \$208,494, bringing the new contract total to \$258,169. Funds would be paid by General Obligation Measure M Bond Funds designated for the Orange Coast College Planetarium.

Motion carried with the following vote:

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

21.08 DIS - Approval of 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 Amendment No. 1 to 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.

To ensure compliance with Title 24 construction regulations and Division of State Architect approved construction documents, on June 17, 2013, the Board approved a pool of prospective DSA Inspection providers, pursuant to the District's Request for Qualifications for Bond Support Services. The campus subsequently interviewed and solicited cost proposals from three "pre-qualified" firms and recommended the selection

of UCMI, Inc. to provide DSA Inspection Services for the Orange Coast College Planetarium project.

Since the approval of the Standard Professional Services Agreement with UCMI on April 6, 2016, a revised construction schedule from the contractor had been received which anticipated the need for inspector services for an additional nine months. Amendment No. 1 to the Standard Professional Services Agreement with UCMI, Inc. would procure services through the remainder of the revised construction schedule.

Term: April 8, 2016 - June 30, 2019

Fiscal Impact: \$122,500 in additional funding. New Contract Amount: \$399,833 (Measure M General Obligation Bond Fund)

Motion carried with the following vote:

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

22.00 Approval of Standard Agreements in Excess of \$90,200

22.01 GWC - Approval of Independent Contractor Agreement with Ford Golden Pathway c/o Priscilla Ford

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

Term: July 1, 2018 - June 30, 2019

Fiscal Impact: Not to exceed \$100,000 sufficient to administer exams authorized under this contract. Compensation would be based on the number of exams administered at the established rates of \$30 per manual exam, \$10 per written exam, and \$15 per oral written exam after receiving original signed invoice from RHORC RTC Trust funds.

Motion carried with the following vote:

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

22.02 GWC - Approval of Independent Contractor Agreement with Envision Education c/o Wendy Deras

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Standard Independent Contractor Agreement with Envision Education c/o Wendy Deras to coordinate and administer certified nurse assistant exams, hire, train and pay qualified testing staff.

Term: July 1, 2018 - June 30, 2019

Fiscal Impact: Not to exceed \$150,000 sufficient to administer exams authorized under this contract. Compensation would be based on the number of exams administered at the established rates of \$30 per manual exam, \$10 per written exam, and \$15 per oral written exam after receiving original signed invoice RHORC RTC Trust funds.

Motion carried with the following vote:

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

22.03 GWC - Approval of Independent Contractor Agreement with Alex Nino D. Lajada

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Standard Independent Contractor Agreement with Alex Nino D. Lajada to coordinate and administer certified nurse assistant exams, hire, train and pay qualified testing staff.

Term: July 1, 2018 - June 30, 2019

Fiscal Impact: Not to exceed \$150,000 sufficient to administer exams authorized under this contract. Compensation would be based on the number of exams administered at the established rates of \$30 per manual exam, \$10 per written exam, \$15 per oral written exam after receiving original signed invoice from RHORC RTC Trust funds.

Motion carried with the following vote:

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

22.04 GWC - Approval of Independent Contractor Agreement with Health Educational Consultants c/o Joyce Bowden

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Standard Independent Contractor Agreement with Health Educational Consultants c/o Joyce Bowden to coordinate and administer certified nurse assistant exams, hire, train and pay qualified testing staff.

Term: July 1, 2018 - June 30, 2019

Fiscal Impact: Not to exceed \$150,000 sufficient to administer exams authorized under this contract. Compensation would be based on the number of exams administered at the established rates of \$30 per manual exam, \$10 per written exam, and \$15 per oral written exam, and \$25 test site reimbursement fee for exams administered at Grossmont Health Occupational Center in Santee from RHORC RTC Trust funds.

Motion carried with the following vote:

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

23.00 Resolutions

23.01 Resolution #18-11 Authorization to Purchase Cisco Software and Equipment for the Career Technical Education Program at Coastline Community College

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #18-11 to Purchase Cisco Software and Equipment for the Career Technical Education Program at Coastline Community College.

Motion carried with the following vote:

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

23.02 Resolution #18-13 Authorization to Purchase Dell Software and Equipment for the Career Technical Education Program at Coastline Community College

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #18-13 to Purchase Dell Software and Equipment for the Career Technical Education Program at Coastline Community College.

Motion carried with the following vote:

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

24.00 Policy Implementation/Administrative Procedure Ratification

24.01 DIS - Board Policies for Approval

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

Chapter 2. Board of Trustees
BP 2725 Board Member Compensation
BP 2110 Vacancies on the Board
BP 2735 Board Member Travel
BP 2745 Board Self Evaluation

Motion carried with the following vote:

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

25.00 Approval of Minutes

25.01 DIS - Minutes

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the minutes of the Regular Meeting of February 7, 2018 and the Special Meeting of February 21, 2018.

Motion carried with the following vote:

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

26.00 Informational Reports II

26.01 Report from the Chancellor

The Chancellor provided a report to the Board.

26.02 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

26.03 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

26.04 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)

26.05 Reports from the Board of Trustees

Trustees provided individual reports.

27.00 Close of Meeting

27.01 Public Comment


There were no requests to address the Board.

27.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adjourn the meeting at 8:35 p.m.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Moreno, Patterson, Prinsky and Venegas
Noes:	None
Absent:	Trustee Grant
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.....	22-31

CLOSED SESSION 3/7/18 - Board Approved

1. Approval of Appointment of Full Time Faculty

None

Faculty Tenure-Track Advancement

A. Advancement to Second-Year. Pursuant to Sections 87607 and 87608 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees enter into a one-year contract for the 2018-2019 academic year as a probationary faculty member, pursuant to Section 87608(b) of the *Education Code*, contingent upon the faculty member serving a complete college year, as defined in Sections 87605, 87468, or 87469 of the *Education Code*, for some of these employees, the recommendation may include a Program of Professional Improvement as recommended by the Tenure Review Committee.

<u>Last Name</u>	<u>First</u>	<u>LOC</u>	<u>Discipline</u>
Adhanom	Abraham	CCC	Business
Alcala	Claudia	GWC	Counselor
Boyd	Ryan	CCC	ESL
Bridges	Stephanie	CCC	English
Brinkman-Marhenine	Maxim	GWC	Automotive
Callum	Oceana	CCC	English
Craner	Michelle	OCC	Fashion Merchandising
Dubrovskiy	Stanislav	OCC	Mathematics
Esposito	Angelo	OCC	Engineering
Friedman	Katie	OCC	English-Basic Skills & Writing
Green	Ulrike	OCC	Anthropology
Hitchings	Jamie	OCC	Film & Television
Ho	Kristy	GWC	Counselor
Jovanovich-Kelley	Monica	GWC	Art History
Judd	Frederick	OCC	Business and Business Law
Kerins	John Chris	OCC	Commercial Art

Ketcham	Christopher	OCC	Kinesiology & Head Coach Men's/Women's Tennis
Kirby	Gary	GWC	Math & Statistics
Lane	Andrea	OCC	Counselor-General
Miranda	PedroLuis	OCC	Counselor-General
Mochizuki	Jon	OCC	History
Norfolk	Kristy	OCC	Instr/Coord Clinical Educ-CVT/DMS
Pena	Maximino	OCC	Construction Technology
Quinlan	Matthew	CCC	Psychology
Reese	Laura	OCC	Counselor, Financial Aid
Ruzi	Flavia	OCC	English-Generalist
Sarafian	Joseph	OCC	Architecture
Stanton	Jordan	OCC	History
Weber	Daniel	CCC	Counselor, Transfer & Articulation
Williams	Jennifer	OCC	Kinesiology-Head Track & Field Coach

B. Advancement to Third-Year. Pursuant to Sections 87607 and 87608.5 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees enter into a two-year contract for the 2018-2020 academic years as a probationary faculty member, pursuant to Section 87608.5(b) of the *Education Code*, contingent upon the faculty member serving a complete college year, as defined in Sections 87468 or 87469 of the *Education Code*, for some of these employees, the recommendation may include a Program of Professional Improvement as recommended by the Tenure Review committee.

<u>Last Name</u>	<u>First</u>	<u>LOC</u>	<u>Discipline</u>
Beichner	Bruce	OCC	EMT Program Coordinator
Boogar	Tyler	OCC	Mathematics
Butler	Jodie	GWC	College Success
Carter	John	OCC	Aviation Maintenance
Clancy	Kristine	GWC	Communications Studies
Codding	Heather	OCC	Counselor
Connor	Sean	OCC	Communications Studies
Diamond	Nicole	GWC	Counselor
Dutz	Kay	GWC	Chemistry

Farazdaghi	Farzane	GWC	Peace Studies
Fauce	Steven	CCC	Biological Sciences
Flesher	Matthew	GWC	PE/Kinesiology
Gomez-Holbrook	Angela	CCC	Digital Graphics Applications
Gotschall	Noriko	OCC	Counselor
Grooms	Mark	OCC	Business
Hellman	Any	OCC	Chemistry
Horan	Elizabeth	CCC	Librarian
Kang	Hannah	OCC	Psychology
Koch	Natalie	GWC	Mathematics
Krause	Alana	GWC	Librarian
Kulik	Christopher	OCC	Counselor
La	Bill	GWC	Counselor
Legaspi	Jodie	OCC	Kinesiology
Liang	Tabitha	OCC	Neurodiagnostic & Polysomnographic Tech & Prog Coord
Lovegreen	Alan	OCC	English
Montero	Sasha	CCC	Sociology/Human Services
Mucino	Patricia	OCC	Counselor
Mueller	Timothy	GWC	Theater Arts-Technical
Nelson	Jessica	OCC	Counselor
O'Hara	Kevin	OCC	Film & Video
Paghunasan	Rachel	OCC	Food Service Management
Palma	Michelle	GWC	Geography
Patapoff	Jessica	GWC	English
Raskin	Debra	OCC	Mathematics
Ridnor	Rachel	OCC	Sociology
Rodgers	Kathryn	OCC	Computer Science
Rojas	Alexandria	OCC	Counselor
Salcedo	Daniel	CCC	Biological Science
Shipp	John	GWC	Physical Education
Smith	Stacey	CCC	Economics
Smith	Ward	OCC	Librarian

Stone	Claudia	CCC	Counselor
Stuart	Andrew	OCC	English
Tuan	Angela	OCC	Counselor
Volkoff	Cora	OCC	Digital Media Arts
Vu	Hao	CCC	Mathematics
Wegter	Rachel	GWC	Communication Studies
Wells	Julie	OCC	Microbiology

C. Award of Tenure. Pursuant to Sections 87607 and 87609 of the *Education Code*, based upon a comprehensive evaluation by each faculty member's Tenure Review Committee, and upon a recommendation of the respective College President, the Chancellor recommends that the Board of Trustees award tenure, commencing at the 2018-2019 academic year, pursuant to Section 87609(b) of the *Education Code*, contingent upon the faculty member serving a complete college year, as defined in Sections 87468 or 87469 of the *Education Code*, for some of these employees, the recommendation may include a Program of Professional Improvement as recommended by the Tenure Review Committee.

<u>Last Name</u>	<u>First</u>	<u>LOC</u>	<u>Discipline</u>
Bahraini	Kaveh	OCC	Counselor, DSPS
Baird	David	GWC	Counselor
Baumgartner	Bern	GWC	Business
Benneman	Bud	GWC	Geology
Bruno	Thomas	OCC	Theater Arts
Curry	Frederick	CCC	Philosophy
Dupon	Jean	CCC	Organic Chemistry
Duvall	Laura	GWC	Psychology
Jordan	Damien	GWC	Counselor
Lannom	Michael	OCC	Welding
Ngo	Michelle	OCC	Counselor, EOPS
Otwell	Charles	OCC	Philosophy
Pullman	Lori	OCC	Ornamental Horticulture
Runyen	Amy	GWC	Art
Rudmann	Brent	OCC	History
Valinluck	Michael	GWC	Biological Sciences

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

Fritzler, Amythyst

Grzeskowiak, Mark

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:

SPRING

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

Name Discipline

Jorgensen, Jan Coaching

4. Approval of Appointment of Educational Administrators

None

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>
McLaughlin, Christopher	GWC	Director, Public Relations & Marketing	03/26/18	DG-9-4	G-011-18
Willson, Dawn	CCC	Director, Public Relations & Marketing	03/07/18	DG-9-4	C-003-18

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>
Miller, Julian	CCC	Contract Ed Assoc	03/07/18	E-114-1	C-019-18

Voluntary Transfers

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Higgins, Minnie	GWC	Student Crisis Resource Specialist	03/08/18	E-119-7	G-023-18

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>
Arensdorf, Thomas	OCC	Public Officer	Safety Public Safety Officer, Senior	3/8/18
Bryant, Anthony	OCC	Public	Safety Public Safety Officer, Senior	3/8/18

Churan, Rex	OCC	Officer Public Officer	Safety	Public Safety Officer, Senior	3/8/18
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8. Ratification of Temporary Out of Class Assignments, Classified Staff

None

9. Ratification of Project-Specific Assignment, Classified Staff

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Staff working in a Project-Specific Assignment (7.5% differential) be ratified:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Mack, Kyle	DIST	IT Applications Developer	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	1/01/18	03/31/18	E-123-6
McKindley, Katherine	CCC	Staff Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	12/1/17	05/31/18	E-117-8
Vorathavorn Max	DIST	IT Applications Developer	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	1/01/18	03/31/18	E-123-8

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>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Bibriesca, Jonathan	OCC	Student Equity	02/15/18	07/09/18	124412-246000	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>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Hartman, David	OCC	Film	02/12/18	07/09/18	124127-253800	M,T,W,Th,F
Hayes, Eldon	OCC	Student Success Center	02/21/18	07/09/18	812001-201592 110001-201591 124028-201591	M,T,W,Th,F
Khella, Rania	GWC	Learning Center	02/15/18	07/09/18	110001-347101	M,T,W,Th,F
Rollins, Adam	GWC	Business Info &	02/09/18	07/09/18	110001-327301	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>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Brown, Sarah	OCC	Cafeteria	02/10/18	07/09/18	812020-205401	M,T,W,Th,F
Dillon, Connor	OCC	Cafeteria	02/15/18	07/09/18	812020-205401	M,T,W,Th,F

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

<u>Name</u>	<u>LOC</u>	<u>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Boan, Zachary	GWC	Disabled Student Services Programs	02/14/18	07/09/18	110001-361512	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.

Golden West College

Jean, Alex

Tran, Joy

Yeadon, Taylor

Orange Coast College

Blanco, David

Costa Massa, Giovanni

Voege, Sebastian