

# **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, April 4, 2018**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on April 4, 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 3:45 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 Opportunity for 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. Conference with Legal Counsel: Anticipated Litigation**

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. One case: U.S. Department of Education/Coastline Community College

**b. Conference with Legal Counsel: Anticipated Litigation**

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

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

**d. Public Employment**  
(Pursuant to *Government Code* 54957(b)(1))

1. Approval of Appointment of Full Time Faculty
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Part-time Faculty
4. Approval of Appointment of Educational Administrators
5. Approval of Appointment of Classified Management  
Custodial Supervisor

Reassignments

Executive Director, Fiscal Services

Executive Director, HR, Employee/Employer Relations

6. Approval of Appointment of Classified Staff  
Accounting Coordinator  
District Recruitment Coordinator  
Student Success and Equity Specialist
7. Approval of Reclassification and Reorganization/Reassignment,  
Classified Staff  
Facilities Utilization Specialist
8. Ratification of Temporary Out of Class Assignments, Classified Staff  
Office Services Assistant  
Executive Assistant  
HR Compliance Specialist
9. Ratification of Project-Specific Assignment, Classified Staff  
Accounting Assistant

A & R Tech II  
Administrative Secretary

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

**e. Conference with Legal Counsel: Existing Litigation**

(Pursuant to sub-section "d-1" of *Government Code* Section 54956.9)

City of Huntington Beach et al. vs. California Director of Finance et al.,  
California Court of Appeal Case No. C076809  
City of Fountain Valley et al. vs. Michael Cohen et al., California Court of  
Appeal Case No. C081661  
City of Westminster vs. Cohen et al., Sacramento County Superior Court  
Case No. 34-2013-80001665  
Kimlan Nguyen vs. Coast Community College District et al., Equal  
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  
Robert McDougal vs. Orange Coast College et al., Orange County Superior  
Court Case No. 30-2018-00977431  
Susan Winterbourne vs. Coastline Community College, Orange County  
Superior Court Case No. 30-2018-00980452

**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**

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 d. Public Employment**, on a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to ratify and approve the personnel items as amended. (See Appendix pages 15-22)

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**

Mr. Quintin Powell addressed the Board. At the request of President Hornbuckle, General Counsel Dr. Lipton clarified that Mr. Quintin's request for comments from Board Members via e-mail raised concern from a legal perspective relative to Brown Act compliance.

#### **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:

Nancy Barry, CCC, Accounting Assistant, retirement effective July 1, 2018  
John Farmer, OCC, Director, Campus Public Safety & Emergency  
Management, retirement effective July 2, 2018  
Michael Shaughnessy, GWC, Instructor, retirement effective May 28, 2018

Jennifer McDonald, CCC, Director of Enrollment Services, retirement effective July 1, 2018

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 Informational Reports**

### **2.01 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 on behalf of Nuran Alteir, Golden West College  
AJ Brown on behalf of Leanna Gutierrez, Orange Coast College

### **2.02 DIS - Annual Report on Measure M**

Dr. Ira Toibin, Chair of the Measure M Citizens' Oversight Committee, presented the annual report on Measure M to the Board.

### **2.03 DIS - Quarterly Report on Measure M and District Facilities, Planning and Construction Report**

Vice Chancellor of Finance and Administrative Services, Dr. Andy Dunn gave a brief overview of the Quarterly Report on Measure M, and the Labor Compliance and Local Hire Monitoring Services Monthly Report. He responded to questions from Trustee Prinsky relative to local hiring incentives and from Trustee Patterson regarding PLA agreements and grievances.

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

### **3.01 Board Meeting Dates**

The Board reviewed upcoming meeting dates. Trustee Hornbuckle noted the addition of the Board Retreat/Advance on Monday, May 21, 2018.

### **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 DIS - Board Policies and Administrative Procedures for First Reading**

On a motion by Trustee Patterson, seconded by Student Trustee Venegas, the Board voted to move the following policies forward to a future agenda for second reading:

#### **Chapter 6. Business and Fiscal Affairs**

BP 6330 Purchasing

AP 6330 Purchasing

BP 6800 Occupational and Workplace Safety

AP 6800 Occupational and Workplace Safety

#### **Chapter 7. Human Resources**

BP 7380 Retiree Health Benefits for Eligible Management and Confidential

AP 7380 Retiree Health Benefits

BP 7600 College Public Safety Department

AP 7600 College Public Safety Department

BP 7902 Faculty Service Areas, Minimum Qualifications and Equivalency

AP 7902 Faculty Service Areas, Minimum Qualifications and Equivalency

BP 7903 Health and Welfare Benefits for Eligible Management and Confidential Employees

AP 7903 Health and Welfare Benefits

BP 7907 Management and Confidential Longevity Pay

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

### **3.04 Board Directives Log**

The Board reviewed the Board Directives Log. Trustee Moreno requested that the report on local hiring and contractor prequalification, requested at the March 21, 2018 meeting, be added back to the log with a due date to be determined by the Chancellor.

### **4.00 Consent Calendar (Items 5.01 - 18.01)**

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

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

### **20.01 DIS - Approval of Amendment No. 4 to the Standard Architectural Services Agreement with WestGroup Design, Inc.**

On a motion by Trustee Moreno, seconded by Trustee Prinsky the Board voted to approve Amendment No. 4 to the Standard Architectural Services Agreement with Westgroup Design, Inc.

The fee was to increase construction contract administration services for a café facility at the Le-Jao Center. Until such time that a third party operator was identified, the layout and associated engineering work could not be completed. The campus had identified a café operator, began pre-construction work and was ready to begin construction of the new facility.

**Term:** June 18, 2014 - July 30, 2018. The term dates of the contract were extended through the anticipated construction phase of the project.

**Fiscal Impact:** Increase Amount: \$26,420; Previous Contract Amount: \$391,873.40; New Contract Amount: \$418,293.40 (CCC Measure M GOB Fund)

Motion carried with the following vote:

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

### **20.02 DIS - Amendment No. 1 to the Standard Independent Contractor Agreement with Strata Information Group**

On a motion by Trustee Moreno, seconded by Trustee Grant, the Board voted to approve Amendment No. 1 to the Standard Independent Contractor Agreement with Strata Information Group.

On September 6, 2017, the Board ratified the Standard Independent Contractor Agreement with Strata Information Group (SIG) to assist the colleges with the setup of the 2018-19 financial aid award year, setting up and testing of Banner 9 Financial Aid,

and general functional and technical consulting for Banner Financial Aid. The colleges needed and requested additional hours of general functional and technical consulting support for Banner Financial Aid.

**Term:** October 9, 2017 to September 28, 2018. The end date was extended to September 28, 2018.

**Fiscal Impact:** The dollar amount of the original Standard Independent Contractor Agreement was increased by \$70,000, resulting in a total contract amount not to exceed \$119,300. Payment was based on approved invoices at a rate of \$170/hour and travel expenses. To be paid from General Fund.

Motion carried with the following vote:

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

## **21.00 Revenue Generating Agreements/Contracts Over \$90,200**

### **21.01 DIS - Non-Standard Cost Reimbursement Subaward Agreement with Vanguard University**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Cost Reimbursement Subaward Agreement with Vanguard University.

Vanguard University received \$3,747,060 from the U.S. Department of Education for a federal Title V HSI grant titled "Vista: Novel approaches for leveraging tomorrow's solutions with today's answers in improving education." OCC received a subaward as part of this grant for \$384,384 over five years for work to improve Science, Technology, Engineering, and Mathematics (STEM) awareness. For OCC to become a subawardee, a payment structure was needed to provide OCC with the mechanism to be reimbursed for costs associated with the work for the grant.

**Term:** October 1, 2017 to September 30, 2022

**Fiscal Impact:** Orange Coast College received \$384,384. 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



## **21.02 DIS - Funded Programs**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve participation in the funded program outlined below, as well as the associated contract.

Golden West College received an amendment to a grant from the California Community Colleges Chancellor's Office titled "Community Colleges Basic Skills and Student Outcomes Transformation Program." The amendment was to extend the funding period from ending on June 30, 2018 to ending on June 30, 2019. All other terms and conditions of the grant remained the same. The grant funding supported Golden West College to expand and scale-up a set of programs proven effective to transition students from basic skills courses to transfer-level courses in Mathematics and English.

**Term:** July 1, 2016 to June 30, 2019

**Fiscal Impact:** Golden West College received \$256,225. No matching funds required.  
**Previous Board Dates:** September 7, 2016 and August 2, 2017.

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 DIS - Approval of Employment Agreement (Jeanie Nishime, OCC)**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Employment Agreement for Jeanie Nishime, OCC, setting forth the terms of her employment.

On February 7, 2018, the Board approved the appointment of Jeanie Nishime to the Interim Dean, Counseling position at Orange Coast College commencing on February 15, 2018 and ending on June 30, 2018. Compensation was \$140,700 annually based on the appropriate step placement. The Board President, or designee, was authorized to sign the Agreement and any related documents.

Motion carried with the following vote:

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

## **22.02 DIS - Non-Standard Vendor Site License Agreement with the Orange Coast College Foundation**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Vendor Site License Agreement with the Orange Coast College Foundation.

The agreement was to temporarily utilize for a period of 18 months, a portion of the undeveloped property at the District site exclusively for the storage of the marine vessels under the purview of the Orange Coast College Foundation. All activities were restricted to the site currently utilized by the City of Costa Mesa with access limited to the gates located along the North access road. The Orange Coast College Foundation utilized the driveway, fencing, automatic gate openers, and covered tent structure constructed on the District site. They were responsible for the site security, and site cleanup upon expiration of the agreement.

**Term:** August 1, 2018 - April 1, 2020

**Fiscal Impact:** Site provided at no cost.

Motion carried with the following vote:

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

## **23.00 Resolutions**

### **23.01 Resolution #18-16 Authorization to Purchase Audio/Visual Equipment and Installation Services for the Board Room Auditorium Refurbishment Project at the District Office**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt Resolution #18-16 Authorization to Purchase Audio/Visual Equipment and Installation Services for the Board Room Auditorium Refurbishment Project at the District Office.

Vice Chancellor of Finance and Administrative Services, Dr. Andy Dunn responded to questions and comments from Trustees providing a summary of issues necessitating the refurbishment project that included vendor support, software obsolescence and a potentially eminent equipment failure. Chancellor Weispfenning provided an overview of the proposed new equipment, functionality and features.

Motion carried with the following vote:

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

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

### **24.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification**

On a motion by Trustee Moreno seconded by Trustee Patterson, the Board voted to ratify AP 2510, amended to retain the first paragraph.

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 approve the following Board Policies:

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

BP 2431 Chancellor Selection

BP 2510 Participation in Local Decision Making

BP 2740 Board Education

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 Prinsky, seconded by Student Trustee Venegas, a request was made to enter into consideration, a substitute motion to revise BP 2431 to add an additional representative from CFCE to the Chancellor Selection committee.

Motion failed with the following vote:

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

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve and ratify the following Board Policies and Administrative Procedures:

**Chapter 5. Student Services**

BP 5010 Admissions and Concurrent Enrollment

BP 5015 Residence Determination

AP 5015 Residence Determination

BP 5020 Non-Resident Tuition

AP 5020 Non-Resident Tuition

Motion carried with the following vote:

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

Noes: None

Absent: None

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 Special Meeting of March 16, 2018.

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

**26.00 Informational Reports II**

**26.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

**26.02 Report from the Presidents**

The following College Presidents provided reports to the Board:

Dr. Loretta 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 President of an Employee Representative Group provided a report to the Board:

Connie Marten, Coast Federation of Classified Employees (CFCE)

#### **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 Patterson, the Board voted to adjourn the meeting in honor of Martin Luther King, Jr. at 6:26 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.....	15-22

## CLOSED SESSION 4/4/18 - Board Approved

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

In accordance with Board policies and procedures, the following academic staff are recommended by the Vice Chancellor of Human Resources for appointment for service. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Salary placement may be revised upon presentation of evidence of additional education and/or experience:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Jennings, Amy	GWC	Instructor, Psychology	08/24/18	A-I-01	4-G-19
Nguyen, Harry	OCC	Instructor, Food Service Management	08/24/18	A-I-01	4-O-19
Ottoson, Kathryn	OCC	Counselor, CTE	05/01/18	Q-I-01	11-O-19
Shimazu, Matthew	GWC	Instructor, Chemistry	08/24/18	A-I-01	7-G-19
Simpkin, Philip	OCC	Instructor, Philosophy & Religious Studies	08/24/18	A-I-01	5-O-19
Wagner, Laura	OCC	Instructor, English	08/24/18	A-I-01	9-O-19

### 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>
Denney	Matthew	OCC	Heating, Ventilation, Air Conditioning and Refrigeration

**B. 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>
Fong	Nancy	GWC	Counselor

## **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.

#### Golden West College

Skidmore, Adepeju

#### Orange Coast College

Menaker, Shana

Pelaez, Jekyns

Relouzat, Phillippe

Sharma, Upsana

Simpson-Rodgers, Nii-Boye

Taba, Khalil

## **3. Ratification of Appointment of Part Time Faculty**

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 07/01/18 to 06/30/19, not to exceed 498 hours:

Henderson, Christopher



#### 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>
Al-Shabazz, Ismail	OCC	Custodial Supervisor	05/07/18	DG-3-5	O-032-18

#### Reassignment

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Thompson, Daniela	DIST	Dist. Dir. Fiscal Services	Exec. Dir. Fiscal Services	4/05/18
Crane, Crystal	DIST	Dist. Dir. HR, Employee/Employer Relations	Exec. Dir. Of HR and Employee/Employer Relations	4/05/18

#### 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>
Shah, Purvi	DIST	Accounting Coordinator	04/16/18	E-118-5	D-032-18
Stangarone, Staci	DIST	District Recruitment Coordinator	04/16/18	E-120-2	D-040-18

Vega, Christie      GWC      Student Success and      04/09/18      E-114-1      G-018-18  
Equity Specialist

## 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>
Carrizo, Michael	GWC	Staff Assistant	Facilities Utilization Specialist	4/05/18
Latham, Karen	OCC	Staff Assistant	Facilities Utilization Specialist	4/05/18
McKindley, Katherine	CCC	Staff Assistant	Facilities Utilization Specialist	4/05/18

## 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>
Cutting, Kristopher	OCC	Administrative Clerk Senior	Office Services Assistant	03/01/18	06/30/18	E-113-4
Hall, Christine	DIST	Administrative Secretary	Executive Assistant	3/07/18	5/31/18	J-5-1
Kim, Phuonganh	DIST	Executive Assistant	HR Compliance Specialist	3/21/18	6/18/18	J-6-3
Tran, Khanh	DIST	Administrative Secretary	Executive Assistant	2/26/18	6/30/18	J-5-1

## 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>
Navarro, Roxanne	OCC	Accounting Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	02/09/18	03/05/18	7.5%
Nguyen, Breanne	OCC	Accounting Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	02/09/18	03/05/18	7.5%
Ramirez, Ismael	CCC	A&R Tech II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	03/22/18	06/30/18	7.5%
Tran, Hannah	CCC	A&R Tech II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	03/22/18	06/30/18	7.58%
Tran, Khanh	DIST	Administrative Secretary	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	10/17/17	03/25/18	7.5%

## 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>
Pedroza, Joshua	OCC	International Center	03/12/18	07/09/18	110001-249200	M,T,W,Th,F
Smith, Morgan	OCC	International Center	03/12/18	07/09/18	110001-249200	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>
Noot, Dakota	OCC	Visua & Performing Arts	03/20/18	07/09/18	110001-210100	M,T,W,Th,F
Tran, Jenny	CCC	English & Humanities	03/16/18	07/09/18	110001-804513	M,T,W,Th,F
Trevino, Joseph	GWC	Learning Resources Ctr	03/19/18	07/09/18	110001-347101	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>
Campos, Noe	OCC	M & O	03/19/18	07/09/18	110001-285201	M,T,W,Th,F
Salas Hall, Morgan	OCC	Child Care Center	03/19/18	07/09/18	330001-259101	M,T,W,Th,F
Tredo, Zachary	OCC	Cafeteria	03/22/18	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>
Chau, Christopher	GWC	Physical Education	03/05/18	07/09/18	110001-317301	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

Martinez, Anthony

#### Orange Coast College

Agbejule-Akpan, Bryan

Cantarero, Enzzo

Fernandez, Nicole

Gamerio, Vitor

Meng, Ramy

Samaan, Fadi

Valdez, Joshua