

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, May 16, 2018

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on May 16, 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 3:50 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 5:02 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
 - Acting Dean, Math and Sciences
 - Acting Vice President, Instruction
 - Interim Director, Disabled Student Services
5. Approval of Appointment of Classified Management
 - Interim Director, Financial Aid
6. Approval of Appointment of Classified Staff
 - Administrative Clerk
 - Admissions and Records Technician, Sr.
 - Admissions and Records Technician II, SSSP
 - Café Specialist
 - Course Assistant
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
9. Ratification of Temporary Out of Class Assignments, Classified Staff
10. Ratification of Project-Specific Assignment, Classified Staff
 - Manager, Payroll Systems
11. Ratification of Appointment of Short Term Hourly Staff
 - Administrative Assistant 1
12. Ratification of Appointment of State Mandated Substitute, Classified Staff
 - Contract Education Associate
 - Contract Education Program Coordinator
 - IT Applications Developer

13. Ratification of Appointment of Short Term Hourly Staff
14. Ratification of Appointment of State Mandated Substitute, Classified Staff
15. Medical Professional Hourly Personnel
16. 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
Coast Community College District et al. vs. Commission on State Mandates,
Sacramento County Superior Court Case No. 34-2014-8001842
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
Coast Community College District vs. Robert McDougal, Orange County
Superior Court Case No. 30-2018-00988270
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
Emma Adams vs. Coast Community College District et al., Orange County
Superior Court Case No. 30-2018-00983692
Andre Bautista vs. Coastline Community College, Orange County Superior
Court Case No. 30-2018-00979574

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 5:02 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 f. Conference with Labor Negotiator**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify two tentative agreements of the Coast Federation of Classified Employees: one pertaining to new employee orientations, and one pertaining to out-of-class assignments.

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 d. Public Employment**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board had previously voted to approve and ratify amended personnel items during the Special Meeting held at 3:15 p.m.

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

Irene Naesse, Jaima Bennett, Dr. Stephen Barnes and Lee Gordon addressed 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:

- Christana Montes, GWC, Administrative Asst. I, retirement effective June 7, 2018
- Jaima Bennett, GWC, Instructor, retirement effective July 1, 2018
- Darla Kelly, GWC, Instructor, retirement effective May 28, 2018

On a motion by Trustee Prinsky, seconded by Trustee Patterson, 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

1.10 Ceremonial Resolution Honoring Student Trustee

The Board expressed appreciation to Student Trustee Javier Venegas for his work as the 2017-2018 Student Trustee, and for his service and dedication to the students of the Coast Community College District.

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the ceremonial resolution honoring Student Trustee Javier Venegas.

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 DIS - Review of Quarterly Financial Status Report

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services provided the Second Quarter Financial Status Report ending March 31, 2018. The Report contained the CCFS-311Q State Chancellor's Report, a General Fund Status Report and

Fund Balance Report for all funds. He responded to questions from Trustee Patterson relative to the year-end projection, base allocations, and proposed changes to the funding model.

2.02 DIS - Presentation on OCC Student Housing

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services introduced the development team who provided a presentation on Orange Coast College Student Housing.

- Kim Wright, Development Advisor, Brailsford & Dunlavey
- Matt Myllykangas, Senior Vice President, Servitas
- David Adams, Senior Vice President, GK Baum
- Nick Waugh, Vice President, GK Baum

The presentation included a progress update, market study results for housing demand, DSA review status, project schedule and next steps. The team responded to questions from Student Trustee Venegas relative to cost, leasing terms and security.

2.03 DIS - Coast/Foundation

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services provided a report summarizing the results of amendments to the master agreements between the Enterprise & District, and the Foundation & District. The 2015-16 External Audit resulted in a finding that Trademark Revenues were inappropriately directed from the Enterprise to the District Foundation rather than to the District. These amendments were approved and adopted. Concurrently, based on the IRS classification of the Foundation and the cross-section of revenues that made up the Foundation operating budget, the significant tax burden was realized. The request to re-categorize the Foundation under a different IRC code section was granted in a communication received from the IRS dated March 7, 2018 in which the IRS granted the request of the District Foundation to be reclassified as a "Type I Supporting Organization" pursuant to Section 509(a)(3) of the Internal Revenue Code in recognition of it being "operated, supervised, or controlled" by the District.

3.00 Matters for Review, Discussion and/or Action

3.01 DIS - Career Technical Education: State Initiatives, Grants, and Program Reviews

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to accept the Career Technical Education: State Initiatives, Grants, and Program Reviews as presented.

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology presented Career Technical Education State Initiatives, Grants, and Program Reviews. She reported that Coast Community College District provided a comprehensive array of career

technical education (CTE) programs and had been successful in obtaining significant CTE-related grants and funding. At the state level, there had been significant emphasis on workforce development and CTE through regionalization of community college programs and building pathways from high schools to community colleges. Dr. Serban responded to questions and comments from Trustees relative to funding allocations, guided pathways, Strong Workforce, program review intervals and marketing efforts.

Motion carried with the following vote:

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

3.02 DIS - Board Policies and Administrative Procedures for First Reading

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

Chapter 2. Board of Trustees

BP 2712 Conflict of Interest Code

Chapter 3. General Institution

BP 3600 Auxiliary Organizations

AP 3600 Auxiliary Organizations

BP 3722 Accessibility Standards for Electronic and Information Technology

AP 3722 Accessibility Standards for Electronic and Information Technology

Chapter 4. Academic Affairs

BP 4230 Grading and Academic Record Symbols

AP 4230 Grading and Academic Record Symbols

BP 4250 Probation, Disqualification, and Readmission

AP 4250 Probation, Disqualification, and Readmission

3.03 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

The Board reviewed upcoming Meetings and Conferences of the AACC, ACCT, CCLC and CCCT.

3.05 Board Directives Log

The Board reviewed the Board Directives Log. Trustee Grant requested a report be provided at the June 20, 2018 meeting with an update on the Planetarium Project at Orange Coast College.

4.00 Consent Calendar (Items 5.01 - 16.01)

At the request of Trustee Patterson, item 9.10 was pulled for discussion.

Trustee Patterson motioned that the professional agreements with Cambridge West Partnership, LLC and HPI Architecture be returned for ratification at the June 20, 2018 meeting with staff reports providing additional detail relative to contract scope and the vendor selection process. There was no second for the motion.

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services responded to questions and comments from Trustees and General Counsel regarding project scope vendor selection and funding sources.

On a substitute motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to return item 9.10 to the June 20, 2018 meeting for reevaluation with additional information from staff and counsel.

Motion failed with the following vote:

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

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve item 9.10 of the Consent Calendar.

Motion carried with the following vote:

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

On a motion by Trustee Patterson, seconded by Trustee Moreno, 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

17.00 Discussion Calendar

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

18.01 DIS - Approval of Change Order No. 1 to Standard Construction Management Agreement with Sundt Construction, Inc.

On a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to approve Change Order No. 1 to Standard Construction Management Agreement with Sundt Construction, Inc.

Additional construction management services were needed to align the required construction management services duration and staffing with the newly revised construction schedule for the Golden West College Math and Science Project.

The original request for proposals for construction management services on the Golden West College Math and Science project cited a preliminary schedule with phased durations for pre-construction, bid, construction, and post construction/close out. This proposed schedule was based on a preliminary set of plans and specifications, as a DSA approved design was contingent upon additional information regarding the existing building piles. The original construction schedule projected a completion date of February 15, 2019. However, it was determined that the location of 115 piles and underground utilities required further structural engineering and DSA review. While mitigating the potential damages from delays to both the District and to the vendor, construction management services were extended from February 15, 2019 to July 31, 2019. Approval of Change Order No. 1 retained construction management services through the newly extended completion date.

Term: November 5, 2015 - July 31, 2019.

Fiscal Impact: Increase Amount: \$563,624; Previous Contract Amount: \$4,049,251; New Contract Amount: \$4,608,824 paid using General Obligation Measure M Bond Funds.

Motion carried with the following vote:

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

18.02 DIS - Approval of Standard Contractor Services Agreement with Advanced Cable Solutions, Inc.

On a motion by Trustee Patterson, seconded by Trustee Venegas, the Board voted to approve Resolution #18-24 and the standard contractor services agreement with Advanced Cable Solutions as well as authorize the President of the Board of Trustees, or designee to sign any related documents.

Orange Coast College sought contractor services to relocate the existing sewer, domestic water, gas, electrical, fiber optic communication, and site lighting in preparation for the new Student Union project. The bid was advertised in two packages. Package A was scoped to include the relocation of the existing utilities while Package B included the relocation of the electrical and fiber for communication. In order to remain aligned with the construction schedule for the Student Union project, Package B was de-scoped from a fiber optic communication and electrical relocation project to an electrical relocation project. The de-scoped fiber and copper for the communications relocation was to be procured utilizing a master pricing agreement held by Advanced Cable Solutions, Inc.

Term: May 17 - September 30, 2018

Fiscal Impact: \$700,000 paid using General Obligation Measure M Bond Funds.

Motion carried with the following vote:

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

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

19.01 DIS - Funded Programs

On a motion by Trustee Patterson, 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 sub-grant from the Santa Clarita Community College District under the California Community College Chancellor's Office Innovation and Effectiveness Grant. The amendment was to extend the funding period from ending on February 28, 2019 to ending on April 30, 2019. All other terms and conditions of the grant remained the same. GWC used the grant funds to support four areas of focus: 1) enrollment management; 2) English as Second Language; 3) long range financial plan and budget allocation model; and 4) pathways and community education. Previous Board Date: February 7, 2018

Term: March 1, 2018 - April 30, 2019

Fiscal Impact: Golden West College received \$200,000. 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

20.00 Ratification/Approval of General Items of Business

20.01 DIS - Bid Tabulations and Award of Contract for Contractor Services for Orange Coast College Starbucks Interior Renovation, Bid 2120

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to award Bid No. 2120 to R Dependable Construction, Inc. and authorize the President of the Board of Trustees, or designee to sign any related documents.

Orange Coast College sought contractor services to remodel the interior of the existing campus Starbucks. It included the replacement of existing casework, kitchen equipment, and furniture. The scope also included constructing new interior partitions, new wall finishes, and modification to a portion of existing ceiling, lighting & fire sprinklers. It was anticipated that the project would commence on June 4, 2018 and be completed by July 30, 2018.

Notices were published on PlanetBids on March 28, 2018 as well as in the Daily Pilot on April 4, 2018 and April 11, 2018. Additionally, notices were sent out to 429 vendors utilizing the Planet Bids portal. Eighteen prospective bidders attended a mandatory job walk which was held on April 12, 2018. Two bids were received and opened on April 26, 2018.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
R Dependable Construction Inc. San Bernadino, CA 92410	\$269,600.00
Golden Gate Steel Inc. Buena Park, CA	\$305,865.60

Term: June 4 - July 30, 2018

Fiscal Impact: \$269,600 which included \$20,000 in project allowance paid with Orange Coast Capital Outlay Funds.

Motion carried with the following vote:

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

20.02 DIS - Bid Tabulations and Award of Contract for Contractor Services for Orange Coast College East Campus Utility Relocation Package A - Site Utilities, Bid 2122

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to award Bid No. 2122 to Bali Construction, Inc. and to authorize the President of the Board of Trustees, or designee, to sign any related documents.

Orange Coast College sought contractor services to relocate the existing sewer, domestic water, gas, electrical, fiber optic communication, and site lighting in preparation for the new Student Union project. This bid was advertised in two packages, Package A was scoped to include the relocation of the existing utilities, while Package B included the relocation of the electrical and communications. It was anticipated that the project would commence on June 1, 2018 and be completed by August 13, 2018.

Notices were published in the Daily Pilot on March 28, 2018 and April 4, 2018. Additionally, notices were sent out to 678 vendors utilizing the Planet Bids portal. Five bids were received and opened on April 25, 2018 for Package A. No responses were received for the scope of work detailed in Package B, electrical/communications. Package B was re-bid, and a request to award the contract would be presented to the Board for approval at a later meeting.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
RT Contractor Garden Grove, CA	BID WITHDRAWN
Bali Construction 9852 E. Joe Vargas Way South El Monte, CA 91733	\$600,000
JPI Development Murrieta, CA	\$621,000

Monet Construction \$664,000
Glendale, CA

W.A. Rasic Construction Co. \$1,183,500
Long Beach, CA

Term: June 1 - August 6, 2018

Fiscal Impact: \$600,000, which includes \$76,000 in project allowance, paid with General Obligation Bond Funds.

Trustee Patterson requested a follow-up memo from Chancellor Weispfenning summarizing the bid amount, reason and timeline for the bid withdrawal by RT Contractor.

Motion carried with the following vote:

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

20.03 DIS - Approval of Final Deductive Change Orders for Contractor Services on the Golden West College Student Services Center

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Amendment No. 1 to the Standard Contractor Services Agreement with PPC Air Conditioning and Amendment No. 1 to the Standard Contractor Services Agreement with Queen City Glass.

On June 15, 2016 the Board of Trustees awarded Bid No. 2063, Bid Package 22-HVAC, to PPC Air Conditioning and Bid Package 9-Windows and Glazing, to Queen City Glass. This procured construction services on the Student Services Center at Golden West College. The scope originally outlined in the bid packages was completed by the contractors and the financial closing process had begun.

The original bid amount for PPC Air Conditioning included \$66,000 in allowances to cover costs during construction such as unforeseen conditions, design omissions, trade damage and owner changes. Of this allocation, \$22,273 was used in the field. The remaining \$43,727 of this unused allowance as well as an additional \$437 credit for unused allowance was afforded to the District, totaling \$44,164 in credits.

The original bid amount for Queen City Glass included \$120,000 in allowances to cover costs during construction such as unforeseen conditions, design omissions, trade damage and owner changes. Of this allocation, \$15,108 was used in the field. The remaining \$104,892 of this unused allowance as well as an additional \$688 credit for unused allowance and a credit for de-scoped work of \$1,793 was afforded to the District, totaling \$107,373 in credits.

Term: July 18, 2016 - March 30, 2018. Construction had been completed.

Fiscal Impact:

PPC Air Conditioning

A credit of \$44,164 to the General Obligation Bond.

Original Project Contract Amount: \$1,676,766

Total Project Change Orders: -\$44,164 (2.63% Decrease)

Queen City Glass

A credit of \$107,373 to the General Obligation Bond.

Original Project Contract Amount: \$1,785,050

Total Project Change Orders: -\$107,373 (6.20% Decrease)

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

20.04 DIS - Authorization to File Notices 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 Notices 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, Notices of Completion would be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notices of Completion and public notifications 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 would withhold from the retention an amount not to exceed 150 percent of the disputed amount.

GWC - Student Services Project, Bid 2063, Package 3- SWPP, Site Maintenance & Temp Facilities

Contractor: Inland Building Construction Companies

GWC - Student Services Project, Bid 2063, Package 4- Structural Concrete, Site Concrete, & Asphalt

Contractor: RC Construction Services, Inc.

GWC - Student Services Project, Bid 2063, Package 9- Windows and Glazing

Contractor: Queen City Glass

GWC - Student Services Project, Bid 2063, Package 23- Electrical and Low Voltage

Contractor: Neubauer Electric

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

20.05 DIS - Approval of EEO Fund Multiple Method Allocation Model Certification Form, 2017-2018

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve the EEO Fund Multiple Method Allocation Model Certification Form, 2017-2018.

The Multiple Method Allocation Model Certification illustrated the Coast Community College District's compliance with EEO requirements and progress in providing students with the educational benefits of a diverse workforce. California Community College EEO funds would be allocated based upon the requirements of certifying the multiple methods.

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

20.06 DIS - Ratification/Approval of District Equity & EEO Plan

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve the District Equity & EEO Plan.

The Coast Community College District submitted the first Board Approved EEO Plan to the State Chancellor's Office in 2015. Following implementation of the plan, the District's Equity & EEO Advisory Committee (EEEEOAC) was formed to ensure compliance with and to diligently assess institutional policies and practices and the impact on hiring and retention; with a focus on equity and inclusion. The EEEEEOAC recommended and approved an updated plan on April 6, 2018 followed by two District Consultation Council reviews on April 16, 2018 and April 30, 2018. The updates highlighted the District's commitment to meet the changing needs of a diverse environment and were based on federal and state laws regarding equal employment opportunity.

Motion carried with the following vote:

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

20.07 DIS - Approval of Revised Academic Calendar for 2019-2020

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt the revised Academic Calendar for 2019-2020.

The proposed change was as follows:

Change the winter intersession start date from January 6, 2020 to January 2, 2020 (the end date remained the same – January 24, 2020). The number of days for the winter break remained the same – 10 days.

The proposed change provided the ability to schedule classes during the winter intersession over a longer period of time and over a higher number of class meetings. Without this change, classes would have been scheduled with a higher number of hours per class meeting making it more difficult for students to enroll in more classes and reducing the time students had to complete class requirements.

Motion carried with the following vote:

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

20.08 DIS - Approval of Academic Calendar and Administrative Holiday Calendar for 2021-2022

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt the Academic Calendar and Administrative Holiday Calendar for 2021-2022, as presented.

The District Calendar Committee, a component of the District's Collective Bargaining Agreements, with constituent representation per Section 3.3 of the Coast Federation of Educators/American Federation of Teachers Local 1911 (CFE) Bargaining Agreement and Section 16.4 of the Coast Federation of Classified Employees (CFCE) Bargaining Agreement, recommended the presented academic calendar and administrative holiday calendar for 2021-2022.

Motion carried with the following vote:

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

21.00 Resolutions

21.01 Resolution #18-20 Requesting Non-Voting Associate Membership by the Coast Community College District in the California Community College Financing Authority and Authorizing All Action Relating to Becoming a Non-Voting Associate Member of the Authority

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to adopt Resolution #18-20, authorizing the Coast Community College District to become a non-voting associate member of the California Community College Financing Authority.

The Coast Community College District was in the process of entering into a ground lease agreement for the development, construction and operation of a student housing facility and related facilities at Orange Coast College. The development and construction of this project would be financed through the sale of bonds by the California Community College Financing Authority, a Joint Powers Authority (JPA) administered by the League. Although the District was already a member of the Community College League of California, the Finance Authority required that the Coast Community College District become a non-voting member of the Finance Authority in order to issue bonds and proceed with financing.

Motion carried with the following vote:

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

21.02 Resolution #18-21 Authorization to Purchase Signage, Kiosks, and Installation Services for the Campus-Wide Signage and Way-Finding Project at Golden West College

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt Resolution #18-21, authorizing the use of the Foundation for Community Colleges Administrative Services Agreement #CB-185-17 to purchase signage, kiosks and installation services for the Campus-Wide Signage and Way-Finding Project at Golden West College.

As part of its five year scheduled maintenance plan submission to the California State Chancellor's Office, Golden West College identified a need to repair and/or replace much of the signage throughout the campus. This included campus directories, parking signs, and traffic signs. The resolution would authorize the utilization of a contract pricing agreement with the Foundation for California Community Colleges to procure seven way-finding kiosks for the campus. The kiosks would include touch screen capabilities and provide students, faculty and staff with access to campus maps as well as information about upcoming site events.

Fiscal Impact: \$286,590.49 paid with 2016-17 Scheduled Maintenance Funds

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, and President Wes Bryan responded to questions and comments from Trustees regarding the ability to update digital signage, pending campus-wide restroom refurbishments, and janitorial efforts to maintain current facilities. President Bryan indicated that a report would be forthcoming.

Motion carried with the following vote:

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

21.03 Resolution #18-22 Resolution and Order of Biennial Trustee Election and Specifications of the Election Order

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #18-22, order of Biennial Trustee Election and specifications of the election order.

Motion carried with the following vote:

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

21.04 Resolution #18-23 Authorization to Procure Hardware for the Enterprise Network Backbone Upgrade Project

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adopt Resolution #18-23, authorization to procure hardware for the Enterprise Network Backbone Upgrade Project.

The network infrastructure that supported the servers in the Coast Community College District Office Data Center had reached its end of life and support. The network infrastructure was no longer able to accommodate increasing traffic demands to support the colleges. As the Coast IT Infrastructure Team continued to consolidate and centralize server resources to the District Office, there had been an increasing need to provide a higher bandwidth and more stable network backbone to support these systems. This was due to the fact that the existing network equipment and design had proven to be inefficient, unreliable, and increasingly difficult to manage and maintain. It was necessary to update this equipment and implement a more efficient design to reduce risks of performance issues and downtime for critical systems.

Motion carried with the following vote:

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

22.00 Policy Approval/ Procedure Ratification

22.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification

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

Chapter 3. General Institution

BP 3310 Records Retention and Destruction

AP 3310 Records Retention and Destruction

Chapter 4. Academic Affairs

BP 4020 Program, Curriculum, and Course Development

AP 4020 Program, Curriculum, and Course Development

Chapter 5. Student Services

BP 5030 Fees

AP 5030 Fees

BP 5140 Disabled Student Programs and Services

AP 5140 Disabled Student Programs and Services

Chapter 7. Human Resources

BP 7904 Industrial Accident and Illness Leave

AP 7904 Industrial Accident and Illness Leave

Trustee Moreno requested that BP 1200 District Mission be amended to include Guided Pathways and be returned to a future meeting for approval.

Motion carried with the following vote:

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

23.00 Approval of Minutes

23.01 DIS - Minutes

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

- Regular Meeting of May 2, 2018
- Special Meeting of May 2, 2018

Motion carried with the following vote:

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

24.00 Close of Meeting

24.01 Public Comment

There were no requests to address the Board.

24.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Venegas, the Board voted to adjourn the meeting at 6:34 p.m. in memory of Dave Cant.

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.*

