

# **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, August 1, 2018**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on August 1, 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 and Prinsky

Trustees Absent: Trustee Patterson and Student Trustee Gil

Student Trustee Gil joined the meeting at 5:06 p.m.

##### **1.03 Public Comment (Items on Closed Session Agenda)**

There were no requests to address the Board.

##### **1.04 Recess to Closed Session**

(Conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public.)

The Board recessed to Closed Session to discuss the following:

- a. Public Employee Performance Evaluation**  
(Pursuant to *Government Code* Section 54957)

Position: Chancellor

**b. 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.

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

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

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

**e. 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  
Director, Extended Opportunity Programs & Services  
Executive Dean, Business and Career Education
5. Approval of Appointment of Classified Management  
Director, Business Services  
Manager, Outreach & Partnerships  
Director, Financial Aid
6. Approval of Appointment of Classified Staff  
Instructional Associate, Basic Skills Student Outcomes
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment,  
Classified Staff  
Disability Services Associate
9. Ratification of Temporary Out of Class Assignments, Classified  
Management  
Interim Director, EOPS
10. Ratification of Project-Specific Assignment, Classified Management  
Manager, Payroll Services

11. Ratification of Temporary Out of Class Assignments, Classified Staff

12. Ratification of Project Specific Assignment, Classified Staff  
Administrative Secretary  
Administrative Assistant to the VP

13. Ratification of Appointment of Short Term Hourly Staff

14. Ratification of Appointment of State Mandated Substitute,  
Classified Staff

15. Ratification of Medical Professional Hourly Personnel

16. Ratification of Appointment of Student Workers

**f. 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 CCD et al. vs. Commission on State Mandates*, Sacramento County  
Superior Court Case No. 34-2014-8001842

*Coast CCD vs. Robert McDougal*, Orange County Superior Court Case No.  
30-2017-00907612

*Coast CCD vs. Robert McDougal*, Orange County Superior Court Case No.  
30-2018-00988270

*Robert McDougal vs. Orange Coast College et al.*, Orange County Superior  
Court Case No. 30-2018-00977431

*Ailene Nguyen and Christine Nguyen vs. Coast CCD 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

*Susan Winterbourne vs. Coastline Community College*, Orange County  
Superior Court Case No. 30-2018-00980452

*Emma Adams vs. Coast CCD et al.*, Orange County Superior Court Case No.  
30-2018-00983692

*Archie Kaaua vs. Diagnostic Medical Sonography et al.*, California Department  
of Fair Employment and Housing Case No. 2018-01-00738810

*Scott Wilford et al. vs. National Education Association of the United States, et  
al.*, U.S. District Court, Central District of California, Case No. 8:18-cv-1169

Workers' Compensation Appeals Board ("WCAB") Cases:

*Jeffrey Anthony vs. Coast CCD*, WCAB Case No. 11185187  
*Beatriz Cruz vs. Coast CCD*, WCAB Case No. 10253686  
*Thomas Flood vs. Coast CCD*, WCAB Case No. 9347588  
*Francisco Fonseca, Sr. vs. Coast CCD*, WCAB Case No. 7699536  
*Ofelia Garcia vs. Coast CCD*, WCAB Case No. 11095742

*Constance George vs. Coast CCD*, WCAB Case No. 9152145  
*Michael Hemphill vs. Coast CCD*, WCAB Case No. 10708125  
*Vincent Martinez vs. Coast CCD*, WCAB Case No. 10547972  
*Christy McNichols vs. Coast CCD*, WCAB Case No. 11344128  
*Christana Montes vs. Coast CCD*, WCAB Case No. 10401239  
*Luis Ortiz vs. Coast CCD*, WCAB Case No. 8113171  
*Thai Pham vs. Coast CCD*, WCAB Case No. 11064970  
*Cheryl Schriefer vs. Coast CCD*, WCAB Case No. 11234906  
*Kathy Suarez vs. Coast CCD*, WCAB Case No. 10629467  
*Elizabeth Sykes vs. Coast CCD*, WCAB Case No. 8672113

**g. Conference with Labor Negotiator**

(Pursuant to *Government Code* Section 54957.6)

District Negotiators:

Dr. Marco Baeza, 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 5:06 p.m.

**1.06 Pledge of Allegiance**

Student Trustee Gil 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 e. Public Employment**, on a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to approve and ratify the personnel items as amended. (See Appendix pages 20-24)

Motion carried with the following vote:

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

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to approve Memorandum of Understanding 18-14 between Coast Community College District and Coast Federation of Educators/American Federation of Teachers regarding Article V. Rights of the Federation.

Motion carried with the following vote:

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

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to approve Memorandum of Understanding 18-5 between Coast Community College District and Coast Federation of Classified Employees, Local 4794 regarding 2016 Classification and Compensation Study Finalization of Job Specifications and Appeal Process.

Motion carried with the following vote:

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

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Memorandum of Understanding 18-2 between Coast Community College District and Coast Federation of Classified Employees, Local 4794 regarding Federation Rights: Dues Deductions.

Motion carried with the following vote:

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

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve Memorandum of Understanding 18-3 between Coast Community College District and Coast Federation of Classified Employees, Local 4794 regarding 2018-2019 Collective Bargaining.

Motion carried with the following vote:

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

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Memorandum of Understanding 18-1 between Coast Community College District and Coast Federation of Classified Employees, Local 4794 regarding Labor Relations.

Motion carried with the following vote:

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

For **Item 1.04 g. Conference with Labor Negotiator**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Memorandum of Understanding 18-7 between Coast Community College District and Coast Federation of Classified Employees, Local 4794 regarding Sunshine Mutual Agreement.

Motion carried with the following vote:

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

## **1.08 Public Comment**

Esther Landin addressed the Board.

## **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:

Natalie Tran, Coastline Community College  
Madrid Ruiz, Golden West College  
Lian Elkazzaz, Orange Coast College

**2.02 DIS - Presentation of Initial Negotiation Proposals from the Coast Community College Association - California Teachers Association/National Education Association (CCA-CTA/NEA) to the Coast Community College District and from the District to CCA-CTA/NEA for a Successor Collective Bargaining Agreement Commencing July 1, 2018**

Vice Chancellor of Human Resources Dr. Marco Baeza provided a brief summary of the proposals. In compliance with the Educational Employment Relations Act, Government Code Section 3547 (a), CCA-CTA/NEA and the District presented their initial proposals to reopen for negotiations for a successor collective bargaining agreement commencing on July 1, 2018. A Public Hearing would be held at the Regular Board Meeting on August 15, 2018, regarding the Board's consideration of the adoption of the District's Initial Proposal.

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

**3.01 GWC - Approval of the Associated Students of Golden West College 2018-19 Annual Budget**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the 2018-2019 budget for the Associated Students of Golden West College as presented with the expectation that it would be returned with revisions and additional information following adoption of the college budget in September.

Golden West College President Tim McGrath provided an overview of the budget development process. Students Salvador Rodriguez and Leon Ho responded to comments and questions from trustees seeking clarification on specific line items.

Motion carried with the following vote:

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

**3.02 Resolution #18-32 approving issuance by the California Community College Financing Authority of one or more series of college housing revenue bonds (NCCD-Orange Coast College Project) series 2018; approving the execution and delivery of a ground lease agreement, a coordination agreement, a letter of representations, and a continuing disclosure certificate; consenting to the form of a property management agreement; and authorizing all other action related thereto**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to adopt the form of Resolution #18-32 and related documents which the District would be a party to, and which would not constitute binding agreements until they were so ratified by the Board.

Vice Chancellor of Finance and Administrative Services Dr. Andy Dunn provided an overview of the resolution and related agreements. The agreements were undergoing additional revisions and would come back to the Board for ratification at a future meeting. Members of the student housing project team were present and responded to Trustee questions relative to accommodation capacity and budget development timeline.

Motion carried with the following vote:

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

### **3.03 DIS - Board Policy and Administrative Procedure for First Reading**

The Board recommended to move the following policy and procedure forward to a future agenda for second reading:

#### **Chapter 5. Student Services**

BP 5500 Student Code of Conduct

AP 5500 Student Code of Conduct

Vice Chancellor of Educational Services and Technology Dr. Andreea Serban provided a summary of the revision and vetting process for context. Trustee Prinsky requested language be added to specify that mediation be performed by a formally trained mediator.

### **3.04 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

### **3.05 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT**

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

### **3.06 Board Directives Log**

The Board reviewed the Board Directives Log.

## **4.00 Consent Calendar (Items 5.01 - 17.01)**



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

Motion carried with the following vote:

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

## **18.00 Discussion Calendar**

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

### **19.01 DIS - Standard Independent Contractor Agreement with Fallen Leaf Films**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Standard Independent Contractor Agreement with Fallen Leaf Films.

Fallen Leaf Films video recorded programs at Orange County community colleges, incorporated existing and stock footage for an overview video, college program video, and student vignette videos.

**Term:** August 2, 2018 - June 8, 2019

**Fiscal Impact:** \$116,550 paid utilizing grant funds - Strong Workforce Regional Funds Master Agreement DO-17-2185-03. Payment based on approved invoices upon completion of deliverables. All travel expenses included in the total amount.

Motion carried with the following vote:

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

### **19.02 DIS - Standard Independent Contractor Agreement with Learning Curved, Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve the Standard Independent Contractor Agreement with Learning Curved, Inc.

Learning Curved, Inc. provided consultative services and technical support to develop regional story map modules for seven priority industry sectors that promoted student career exploration and regional workforce development. Learning Curved, Inc. lead production and content development, and document processes and protocols for the story map modules.

**Term:** August 2, 2018 - July 31, 2019

**Fiscal Impact:** \$104,700 paid utilizing grant funds - Strong Workforce Regional Funds Master Agreement DO-17-2185-03. Payment based on approved invoices upon completion of deliverables. All travel expenses included in the total amount.

Motion carried with the following vote:

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

**19.03 DIS - Bid Tabulations and Award of Standard Architectural Services Agreement with HMC Architects, RFP 2127**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Standard Architectural Services Agreement with HMC Architects.

Golden West College's master plan included the new construction of a 43,000 square foot complex to replace the existing Humanities Building. In the Governor's final budget for the 2018-19 Fiscal Year, the Coast Community College District was awarded a little over \$19M towards this endeavor funding that, in conjunction with Measure M dollars, would support the construction of the new facility.

The District sought an Architecture/Engineering team to provide professional design services for the Golden West College Language Arts Complex. It was anticipated that construction on this project would commence on or about April 2020 and complete sometime in the Spring of 2022.

On May 24, 2018 the District issued RFP #2127, seeking a qualified architectural/engineering entity to provide professional design services for the pre-design, design, bidding, construction, and post-construction phases of the Golden West College Language Arts Complex. The District published this advertisement two consecutive weeks in the Daily Pilot. In addition, the District sent a direct announcement to 362 firms using the Planet Bids Portal. The District received proposals from eighteen firms on June 13, 2018.

A selection committee was convened, consisting of Golden West College personnel to review and evaluate all respondents. Respondents were evaluated and scored based on (1) approach to the project and management plan, (2) experience of the team proposed (3) cost (4) depth and relevance of the team's experience, (5) references, (6) overall firm capability and resources, and (7) the team's overall understanding of the project.

Based on the initial scoring, the following three firms were short-listed and invited to participate in the interview phase. The finalists included:

1. HMC Architects
2. HPI Architecture
3. tBP Architecture

Interviews were held on July 11, 2018 at which time, the committee, after extensive deliberations, recommended the selection of HMC Architects for this project.

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

Carrier Johson + CULTURE; DLR Group, Dougherty; Eric Owens Moss Architects APC; HGA Architects and Engineers; Houston/Tyner, A Professional Architectural Corporation; John Friedman Alice Kimm Architects; Johnson Favaro; Lionakis; Little Diversified; M. Arthur Gensler, Jr. and Associates; PBK Architects; Roseling Nakamura Terada Architects; SVA Architects; Taylor & Associates Architects

**Term:** August 2, 2018 – January 14, 2022

**Fiscal Impact:** \$3,067,255. In his 2018-19 Fiscal Year budget, the Governor approved Golden West College's Final Project Proposal for the Language Arts Complex, allocating \$19,670,543 in state funds towards this project. A portion of these State Capital Outlay Funds as well as General Obligation Measure M Bond Funds would be used to fund these services.

Motion carried with the following vote:

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

#### **19.04 DIS - Amendment No. 1 to Standard Contractor Services Agreement with Stone Roofing Co.**

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 Stone Roofing Co.

On June 15, 2016 the Board of Trustees awarded Bid No. 2063, Bid Package 7-Roofing, Waterproofing, Flashing and Sheet Metal, to Stone Roofing, Co.to procure construction services on the Student Services Center Project at Golden West College. The scope originally outlined in this bid package had been completed by the contractor and the financial closing process for these services had begun.

The original bid amount included \$58,000 in allowances to cover costs during construction such as unforeseen conditions, design omissions, trade damage and owner changes. Of this allocation, \$14,568 was used in the field. The remaining \$43,432 of the unused allowance as well as an additional \$5,987 credit for de-scoped work was afforded to the District, totaling \$49,419 in credits.

**Term:** July 18, 2016 – March 30, 2018. The scope of work was completed.

**Fiscal Impact:** A credit of \$49,419 to the General Obligation Bond.

Original Project Contract Amount: \$472,850

Total Project Change Orders:   -\$ 49,419 (10.45% Decrease)

Motion carried with the following vote:

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

Noes: None

Absent: Trustee Patterson

Abstain: None

#### **19.05 DIS - Standard Agreements with The Solis Group**

Item 19.05 was pulled at the request of staff.

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

##### **20.01 DIS - Funded Programs: Approval of Amendment to Previously Approved Grant Agreement**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the amendment to the previously approved grant as outlined below.

Golden West College received an amendment to the Maker Space sub-award from Sierra Joint Community College District funded through the California Community Colleges Chancellor's Office to build a Maker Space as part of statewide maker space community of practice. Golden West College dedicated the majority of the \$100,000 funding for personnel to assist with the development of new programs and provide technical support, space management, and instructional delivery related to the Applied Learning, Innovation and Community Engagement Center.

**Term:** The amendment extended the agreement to June 30, 2019.

**Fiscal Impact:** Golden West College received \$100,000 from July 1, 2018 to June 30, 2019. Golden West College provided 30% matching funds.

Motion carried with the following vote:

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

## **21.00 Ratification/Approval of General Items of Business**

### **21.01 OCC - Authorization to Conduct a Short-term Study Abroad Program in Paris, France**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to authorize a study abroad program in Paris, France, from June 30 through July 30, 2019. Lia Raileanu, OCC professor, served as faculty. All logistical arrangements were handled by program service provider ACCENT.

**Fiscal Impact:** NTE \$10,495. Funded by the College and the course generated FTE's.

Motion carried with the following vote:

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

### **21.02 OCC - Authorization to Conduct a Short-term Study Abroad Program in Cambridge, England**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to authorize a study abroad program in Cambridge, England, for five weeks from June through August 2019. Jarren Gonzales, OCC professor, to serve as faculty. All logistical arrangements were handled by program service provider Reach Study Abroad.

**Fiscal Impact:** NTE \$11,671. Funded by the College and the course generated FTE's.

Motion carried with the following vote:

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

### **21.03 OCC - Authorization to Conduct a Short-term Study Abroad Program in Barcelona, Spain**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to authorize a joint study abroad program in Barcelona, Spain, from June 23 through July 23, 2019. Jonathan Fletcher and John (Chris) Kerins, OCC professors, to serve as faculty. All logistical arrangements were handled by program service provider American Institute for Foreign Study (AIFS).

**Fiscal Impact:** NTE \$12,338. Funded by the College and the course generated FTE's. Motion carried with the following vote:

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

#### **21.04 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 as presented.

Motion carried with the following vote:

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

#### **21.05 DIS - Approval of Educational Administrator Employment Agreement (Christopher Whiteside, GWC)**

Item 21.05 was pulled at the request of staff.

#### **21.06 DIS - Approval of Educational Administrator Employment Agreement (Cecilia Alvarado, OCC)**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve the Employment Agreement with Cecilia Alvarado, setting forth the terms of her employment. Compensation to be \$114,141.00 annually based on the appropriate step placement.

Motion carried with the following vote:

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

#### **21.07 DIS - Approval of Amendment to Chancellor Employment Agreement**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the amendment to the Chancellor Employment Agreement for Dr. John Weispfenning.

Effective July 1, 2018, Section 6 of the Agreement was revised to change the annual salary. Additionally, contingent upon approval of a new employment agreement with a commencement date of July 1, 2019, Section 5 of the Agreement was revised to change the expiration date of June 30, 2019.

Motion carried with the following vote:

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

#### **21.08 DIS - Approval of 2018/2019 Executive (LL) Salary Schedule**

On a motion by Trustee Moreno, seconded by Trustee Grant, the Board voted to adopt the Executive (LL) Salary Schedule as presented effective July 1, 2018.

Salaries for the Vice Chancellors and College Presidents were increased by 2.71% COLA. Salary for the Chancellor was commensurate with the Chancellor's Employment Agreement.

Motion carried with the following vote:

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

#### **21.09 DIS - Authorization to File Notices 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 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 were 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 – Criminal Justice Training Center Project, RFQ 2043  
Design/Build Entity: Swinerton Builders

OCC - Clark Center Relocation Project, Bid No. 2121  
Contractor: J&L Constructors, Inc.

Motion carried with the following vote:

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

## **22.00 Approval of Minutes**

### **22.01 DIS - Minutes**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the minutes of the Regular Meeting of July 18, 2018.

Motion carried with the following vote:

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

## **23.00 Study Session**

### **23.01 Draft College Institutional Self Evaluation Reports for Reaffirmation of Accreditation - Coastline Community College, Golden West College, Orange Coast College**

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology presented the draft Institutional Self Evaluation Reports for Reaffirmation of Accreditation for Coastline Community College, Golden West College and Orange Coast College. She identified elements of the reports that had undergone revisions for format standardization across colleges. The following Vice Presidents of Instruction addressed the Board providing a summary of key points and overview of development methodology:

Dr. Vince Rodriguez, Coastline Community College  
Albert Gasparian, Golden West College  
Kevin Ballinger, Orange Coast College



The next comprehensive accreditation visit for Coast Colleges was scheduled for February 2019. It was noted that, in preparation for the accreditation visit, the Colleges and the District Office would work to gather evidence in support of the accreditation standards, analyze and evaluate the evidence, and write the Institutional Self Evaluation

Reports. The drafts represented work in progress that would undergo revisions, updates, edits, and proofreading throughout the fall semester. Revised drafts would be brought to subsequent Board meetings in September and October, with the final reports presented for Board adoption on November 20, 2018. The approach and schedule provided the opportunity for the Board to pose questions and address concerns early in the process.

## **24.00 Informational Reports II**

### **24.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **24.02 Reports from the Presidents**

The following College Presidents provided reports to the Board:

Dr. Loretta Adrian, Coastline Community College  
Dr. Dennis Harkins, Orange Coast College  
Tim McGrath, Golden West College

### **24.03 Report from the Academic Senate President**

Ann Holliday of Coastline Community College provided a report to the Board.

### **24.04 Report from the Classified Senate President**

Andrea Rangno of Orange Coast College provided a report to the Board.

### **24.05 Reports from the 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)  
Curtis Williams, Coast Community College Association-California Teachers  
Association/National Education Association (CCCA-CTA/NEA)

### **24.06 Reports from the Board of Trustees**

Trustees provided individual reports.

## 25.00 Close of Meeting

### 25.01 Public Comment

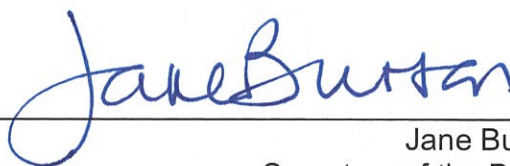
There were no requests to address the Board.

### 25.02 Adjournment

On a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to adjourn the meeting at 6:31 p.m.

Motion carried with the following vote:

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



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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***

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## **CLOSED SESSION 8/1/18 - Board Approved**

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

None

### **2. Ratification of Appointment of Substitutes, Academic Staff**

#### **Part Time Faculty Substitutes**

It is recommended by the Vice Chancellor of Human Resources that the following individuals be appointed as substitutes, pursuant to *Education Code* Section 87482.5 and subject to Board policies governing such appointments, to be paid \$44.36/hr. based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2018-19 academic year.

#### **Orange Coast College**

Morris, Thomas  
Novinard, Hanieh  
Voicu, Mariana

### **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 07/01/17 to 06/30/18, not to exceed 498 hours:

Tinder, John

### **4. Approval of Appointment of Educational Administrators**

In accordance with Board policies and procedures, the following academic administrative staff are recommended by the Vice Chancellor of Human Resources for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. The following educational administrators are recommended for appointment for service during the period shown below, subject to subsequent Board approval of the respective employment agreements.

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Dates</u>	<u>Vacancy #</u>
Alvarado, Cecilia	OCC	Director, Extended Opportunity Programs & Services	*09/10/18-06/30/20	35-0-18

\*Revised start date from 06/20/18 board agenda

#### **Reorganization**

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Whiteside, Christopher	GWC	Dean, Career & Technical Education	*Executive Dean, Business and Career Education	07/19/18

\*Revised title from appointment made on 07/18/18 board agenda

#### 5. Approval of Appointment of Classified Management

In accordance with Board policies and procedures, the following Classified Management 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>Vacancy #</u>
Bui, Vuong	CCC	Director, Business Services	09/01/18	CM-001-19
Harrell, Chermaine	CCC	Manager, Outreach & Partnerships	08/20/18	C-028-18
Pham, Chinh	CCC	Director, Financial Aid	08/15/18	C-026-18

#### 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>Vacancy #</u>
Greuel, Jamie	CCC	Instructional Assoc., Basic Skills Student Outcomes	08/02/18	C-032-18
Wetrick, Amanda	CCC	Instructional Assoc., Basic Skills Student Outcomes	08/02/18	C-034-18

#### 7. Approval of Appointment of Confidential Staff

None

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

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

##### Transfer

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Thrift, Bryson	GWC	Administrative Secretary	Disability Services Associate	08/02/18

#### 9. Ratification of Temporary Out of Class Assignments, Classified Management

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Management 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>
Le, Mai	CCC	Manager, SSSP	Interim Director, EOPS	07/16/18	10/15/18

#### 10. Ratification of Project-Specific Assignment, Classified Management

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

##### Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Bui, Vuong	CCCD	Manager, Payroll Services	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	07/01/18	08/30/18

#### 11. Ratification of Temporary Out of Class Assignments, Classified Staff

None

#### 12. 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>
DeNunno, Maria	OCC	Administrative Secretary	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	04/01/18	09/30/18

##### Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Fitzgerald, Erin	OCC	Administrative Assistant to the VP	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	07/01/18	10/01/18

#### 13. 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.

None

**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>
Hays, Toni	GWC	Writing Ctr	07/10/18	07/09/19	110001-324104	M,T,W,Th,F
Martinez, Magali	OCC	Marine Sci	06/21/18	07/09/18	110001-200701	M,T,W,Th,F,Sa, S
Ngo, Curtis	OCC	Chemistry	06/11/18	07/09/18	110001-200300	M,T,W,Th,F,S
Oquist, Michael	OCC	Student Success	08/10/18	07/09/19	812001-201592	M,T,W,Th,F,S
Scott, Kevin	OCC	Student Success	08/10/18	07/09/19	812001-201592	M,T,W,Th,F,S
Vanags, Emily	OCC	Student Success	07/10/18	07/09/19	812001-201592	M,T,W,Th,F

**Hourly/Temporary/Professional (Non Faculty)** to perform skilled technical duties such as athletic training duties, production of student newspaper, maintain online classes, provide real time captioning (in-class text) for deaf students or assist with associated student programs in one or more of the following campus departments and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

None

**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>
Pavlik, Emily	OCC	Children's Center	06/15/18	07/09/18	330003-259101	M,T,W,Th,F
Sepici, Irem	OCC	Children's Center	06/10/18	07/09/18	330001-259101	M,T,W,Th,F

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

None

**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>
Warzecha, Anne	OCC	Community Ed	06/13/18	07/09/18	812025-240023	M,T,W,Th,F
Weber, Madison	OCC	Community Ed	06/13/18	07/09/18	812025-240023	M,T,W,Th,F

**Hourly/Temporary Substitutes**, pursuant to Section 7.2(A) of the Agreement between the Coast Community College District and the Coast Federation of Classified Employees, to take the place of a bargaining unit employee who is ill or on leave of absence, or to fill a vacancy during recruitment for the time frame noted below.

None

#### **14. Ratification of Appointment of State Mandated Substitute Classified**

None

#### **15. Ratification of Medical Professional Hourly Personnel**

It is recommended that the following Medical Professional Hourly Personnel be ratified.

Orange Coast College  
Lyon, David

#### **16. Ratification of Appointment of Student Workers**

It is recommended by the Vice Chancellor of Human Resources that the following hourly employment of either full time students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services be ratified.

Orange Coast College  
Mehrer, Dylan  
Nguyen, Trung  
Pangrazio, Austin  
Perdomo, Michael  
Rungcharoenruayying, Natnaree  
Tadros, Jolly  
Williams, Bianca