

# **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**

**Thursday, September 20, 2018**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on September 20, 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 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. Conference with Legal Counsel: Anticipated Litigation**

Significant exposure to litigation pursuant to sub-section "d-2" of *Government Code* Section 54956.9. Two cases with the U.S. Department of Education.

**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  
Project Director, Guided Pathways/Dual Enrollment
5. Approval of Appointment of Classified Management  
Early Childhood Lab School Manager  
Director, Grants and Educational Services
6. Approval of Appointment of Classified Staff  
A & R Technician II – SSSP  
Accounting Analyst Sr.  
Accounting Coordinator  
Administrative Assistant II  
Child Care Center Assistant  
Public Safety Officer
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment,  
Classified Staff  
Film and Television Production Specialist  
Instructional Associate – Learning Opportunities  
Maintenance Specialist 1
9. Ratification of Temporary Out of Class Assignments, Classified  
Management
9. Ratification of Project-Specific Assignment, Classified Management

11. Ratification of Temporary Out of Class Assignments, Classified Staff  
Child Development Specialist  
Maintenance Specialist II – Lock Systems

12. Ratification of Project Specific Assignment, Classified Staff  
Administrative Assistant to the Vice President

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

**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 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 Nos.  
30-2017-00907612 and 30-2018-00988270

*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

*Kana Pipeline vs. H.L. Moe Co., Inc. et al.*, Orange County Superior Court Case  
No. 30-2018-01012867

*Walters Wholesale Electric Co. vs. Ramon Gutierrez et al.*, Orange County  
Superior Court Case No. 30-2018-01006741

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 McNorton 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*  
*Angelica Pacheco vs. Coast CCD, WCAB Case No. 11040525*  
*Thai Pham vs. Coast CCD, WCAB Case No. 11064970*  
*Virginia Regnier vs. Coast CCD, WCAB Case No. 11393484*  
*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*

**f. 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**

Trustee Moreno 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 approve and ratify the personnel items as amended. (See Appendix pages 19-26)

Motion carried with the following vote:

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

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Moreno, seconded by Trustee Patterson, the Board voted to approve Memorandum of Understanding 18-12 with Coast Federation of Educators regarding priority assignments for part-time faculty.

Motion carried with the following vote:

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

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Patterson, seconded by Trustee Prinsky, the Board voted to approve Memorandum of Understanding 18-2 with Coast Community College Association-California Teachers Association regarding Article XI ("Compensation").

Motion carried with the following vote:

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

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Moreno, seconded by Trustee Prinsky, the Board voted to approve Memoranda of Understanding 18-10 with Coast Federation of Educators regarding Coastline Faculty Success Center Coordinator, 18-11 regarding Coastline Guided Pathways Coordinator, and 18-13 regarding GWC Education Pathway Coordinator.

Motion carried with the following vote:

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

## **1.08 Public Comment**

Jerry Schreiber addressed the Board.

## **2.00 Informational Reports**

### **2.01 CCC - Faculty/Student/Program Highlight**

Professor Rick Lockwood and Dr. Vince Rodriguez, Vice President of Instruction highlighted the Incarcerated Student Program at Coastline Community College and responded to Trustees' questions.

### **2.02 DIS - Internal Audit Quarterly Report**

Rachel Snell, Director of Internal Audit, provided a report to the Board on the following topics.

#### **Projects Completed**

- PCI Compliance RFP (Reviewing submissions)
- College and Community Support Ethics Training—OCC
- OCC Recycling Center Employee Handbook Updates

#### **Projects In Progress**

- ABI Program at CCC
- WOIA Grant at CCC
- Recycling Center at OCC
- Ethics Training (OCC creating a survey)
- Operations Risk Assessment
- AP 3600 Compliance and Brown Act Compliance Survey (Districtwide)
- External Audit Liaising (ongoing)

#### **Other Services**

- Retirement Board, Vice Chair
- President Institute Internal Auditors (IIA)-Orange County Chapter
- Association of Local Government Auditors (ALGA) Mentor Program
- Association of College and University Auditors (ACUA) Mentor Program
- New Work Study Student

### **2.03 DIS - Presentation on NCX Group**

Item 2.03 was pulled at the request of Staff.

### **2.04 DIS - Review and Recommendations on the Construction Bidding Process and Contractor Pre-Qualification**

Jerry Marchbank, Senior Director of Facilities, Planning, and Construction, provided an overview of Coast District's current construction bidding and pre-qualification process and recommendations for potential areas of improvement. Mr. Marchbank responded to questions and comments from Trustees relative to pre-qualification criteria and questions, weight of individual factors in the selection process and application standards.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to revise the Board Directives Log to include updates of the Construction Bidding Process and Contractor Pre-Qualification in future Quarterly Measure M Reports. Board Policy and Administrative Procedure 6340 Bids and Contracts would be revised to incorporate the recommendations presented.

Motion carried with the following vote:

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

## **2.05 DIS - Equity & Diversity Hiring Report 2017-2018**

Dr. Marco Baeza, Vice Chancellor of Human Resources, provided a presentation of the Annual Equity and Diversity in Hiring Report that included service area and student demographics, as well as student and employee compositions. Dr. Baeza responded to questions and comments from Trustees and indicated that a supplemental report would be provided in November.

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

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

The next comprehensive accreditation visit for Coast Colleges was scheduled for February 2019. In preparation for the accreditation visit, the Colleges and the District Office had worked on gathering evidence in support of the accreditation standards, analyzed and evaluated the evidence, and had written Institutional Self Evaluation Reports. Initial drafts of the college Institutional Self Evaluation Reports were brought to the August 1, 2018 Board of Trustees study session for a first review and discussion.

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology, reviewed the revised drafts brought for a second reading, review, and discussion. The drafts represented work in progress undergoing revisions, updates, edits, and proofreading throughout the fall semester. Further revised drafts would be brought to the October 17, 2018 Board meeting and final reports would be brought for Board adoption at the November 20, 2018 Board meeting.

Vice Presidents of Instruction Kevin Ballinger and Dr. Vince Rodriguez, and Interim Vice President of Instruction Albert Gasparian provided summaries of key revisions to the draft reports. Trustee Hornbuckle requested revisions be highlighted to facilitate identification on subsequent drafts.

### **3.02 DIS - Off Campus Assignment: Chancellor's Service on Financial Aid Resources Implementation Committee**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve the off-campus assignment for Chancellor Weispfenning to serve without loss of salary, with the understanding that authorization be requested to attend any and all meetings of the Financial Aid Resources Implementation Committee, as coordinated by the Community College League of California.

The CEOs and Trustees of California's Community Colleges formed a taskforce to examine the very real affordability challenges faced by community college students. The taskforce was charged with conducting an assessment of student needs and making recommendations to alleviate them. Chancellor Weispfenning agreed to serve on the taskforce, which was scheduled to begin meeting in late September 2018 and complete its work by January 2019.

Motion carried with the following vote:

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

### **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 Hornbuckle noted that the Board Directives Log would be revised to reflect the inclusion of updates of the Construction Bidding Process and Contractor Pre-Qualification in future Quarterly Measure M Reports.

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

At the request of Trustee Patterson, item 9.01 CCC - Non-Standard License Agreement with Hannon Hill Corporation was pulled for discussion.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, 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 Gil  
Noes: None  
Absent: None  
Abstain: None

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve **Item 9.01**.

Motion carried with the following vote:

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

## **18.00 Discussion Calendar**

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

### **19.01 DIS - Amendment No. 1 to Standard Professional Services Agreement with Converse Consultants**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve Amendment No. 1 to the Standard Professional Services Agreement with Converse Consultants and authorized the Board President or designee to sign any related documents, indicating approval by the Board of Trustees.

On April 6, 2016 the Board approved a Standard Professional Services Agreement with Converse Consultants to perform geotechnical observations, testing and reporting for the Orange Coast College Planetarium Project. Since the approval of the Standard Professional Services Agreement with Converse Consultants, the District received a revised construction schedule from the contractor with an extended construction phase of the project. In order to retain the required observation, testing, and reporting services through construction completion, additional funding was required. Amendment No. 1 to the Standard Professional Services Agreement with Converse Consultants procured services through the remainder of the revised construction schedule.

**Term:** April 8, 2016 - June 30, 2019

**Fiscal Impact:** \$22,800 in additional funding. New Contract Amount: \$93,885 (Measure M General Obligation Bond Fund)

Motion carried with the following vote:

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

**19.02 DIS - Amendment No. 6 to the Standard Architectural Services Agreement with Hill Partnership, Inc. (HPI)**

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve Amendment No. 6 to the Standard Architectural Services Agreement with Hill Partnership, Inc.

On June 21, 2011 the Board approved the standard architectural services agreement with Hill Partnership, Inc. (HPI) to procure design services for the Orange Coast College Planetarium Project. Since then, additional owner requested revisions to the original scope of work were approved by the Board of Trustees, and a newly revised construction schedule was provided by the contractor which extends the construction phase. Approval of Amendment No. 6 to the Architectural Services Agreement procured design services for the newly extended construction phase of the project as proposed by the contractor. This extended services through the revised construction phase of the project to include architectural construction administration services, structural engineering services, mechanical plumbing and electrical engineering services as well as landscape consulting services.

**Term:** January 19, 2017 - June 30, 2020

**Fiscal Impact:** \$23,480. The previous contract amount was \$1,300,945, bringing the new contract total to \$1,324,425. Paid from General Obligation Measure M Bond Funds designated for the Orange Coast College Planetarium Project.

Motion carried with the following vote:

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

**19.03 DIS - Amendment No. 2 to Standard Professional Services Agreement with UCMI, Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve Amendment No. 2 to the Standard Professional Services Agreement between

UCMI, Inc. and Coast Community College District, and authorized the Board President or designee to sign any related documents, indicating approval by the Board of Trustees.

In accordance with Title 24 §4333-§4342, school construction projects require a Division of State Architects (DSA) approved project inspector to perform project oversight including the following: (A) Inspection of all portions of the construction for compliance with the DSA approved construction documents, (B) identification, documentation, and reporting of deviations in the construction from the approved construction documents, (C) and submittal of verified observation reports to DSA for duration of the project.

To ensure compliance with Title 24 construction regulations and Division of State Architect approved construction documents, on June 17, 2013, the Board approved a pool of prospective DSA Inspection providers, pursuant to the District's Request for Qualifications for Bond Support Services. The campus subsequently interviewed and solicited cost proposals from three "pre-qualified" firms and recommended the selection of UCMI, Inc. to provide DSA Inspection Services for the Orange Coast College Planetarium project. On March 7, 2018, the Board approved Amendment No. 1 to the Standard Professional Services agreement with UCMI, Inc. for additional services during an extended construction phase of the project.

Since the approval of Amendment No. 1 to the Standard Professional Services Agreement with UCMI, Inc., a revised construction schedule from the contractor was received which anticipated the need for inspector services for an additional seven months. Amendment No. 2 to the Standard Professional Services Agreement with UCMI, Inc. procured services through the remainder of the revised construction schedule.

**Term:** April 8, 2016 - June 30, 2019

**Fiscal Impact:** \$105,000 in additional funding. New Contract Amount: \$504,833  
(Measure M General Obligation Bond Fund)

Motion carried with the following vote:

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

#### **19.04 DIS - Standard Independent Contractor Agreement with Strata Information Group**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Standard Independent Contractor Agreement with Strata Information Group.

Strata Information Group provided functional and technical consulting for Banner Financial Aid support for the 2019-20 financial aid award year. The support was for assisting the colleges with the setup and processing for the 2019-20 financial aid award year and functional and technical consulting.

**Term:** October 15, 2018 - August 31, 2019

**Fiscal Impact:** NTE \$109,560 paid at \$170/hour and including travel expenses based on approved invoices. Paid from general fund.

Motion carried with the following vote:

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

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

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

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to authorize Orange Coast College to conduct a study abroad program in Madrid, Spain. Jocelyn Falcioni, full-time Professor, served as faculty. All logistical arrangements were handled by program service provider ACCENT.

**Term:** July 1 - July 31, 2019

**Fiscal Impact:** NTE \$9,812. Funded by the college and the course generated FTES.

Motion carried with the following vote:

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

### **20.02 OCC - Approval of Standard Promotional Agreement Template**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Promotional Agreement Template presented as the District's new Standard Promotional Agreement.

Orange Coast College's Global Engagement Center partnered with many international agencies to provide recruitment and enrollment of international students. As the Global Engagement Center continued its partnership with these agencies on an annual basis, a standard promotional agreement would be used for efficacy. The agreement, which had been endorsed by Golden West College and Coastline Community College, increased efficiency in the approval process.

Motion carried with the following vote:

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

#### **20.03 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 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.

CCC – Coastline Newport Learning Center Signage Project, Bid 2110  
Contractor: Norse Corp

Motion carried with the following vote:

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

#### **20.04 DIS - Approval of Transition Agreement with Dr. Dennis Harkins**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Transition Agreement for Dr. Dennis Harkins, President of Orange Coast College, who would be transitioning out of his full-time duties and resigning his position as President of the College as of January 31, 2019.

Motion carried with the following vote:

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

#### **20.05 DIS - Approval of Process for Recruitment of Interim President of Orange Coast College**

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve the process for the recruitment of the Interim President of Orange Coast College and appointed Trustee Grant to serve on the Interim President Search Committee.

The Chancellor and the Board of Trustees recognized the importance of an effective, equitable hiring process that reflected diverse and inclusive participation in achieving the goal of hiring a well-qualified Interim President of Orange Coast College ("OCC"), an Interim President who would continue leadership over the programs and services in place for students' successes.

Therefore, to maintain continuity of current programs and services while a national search was being conducted for a permanent President, it was recommended that a thorough internal recruitment process be initiated for the Interim President of OCC. The process would be aligned with the principles of equity and inclusion, would be consistent with Board policy and law, would be transparent, cooperative, and respectful, and would be sensitive to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of OCC students, faculty, and staff.

The following was recommended for the composition of the Search Committee to ensure that diverse perspectives were included.

- One management appointment made by the Chancellor.
- One management appointment made by CDMA.
- One full-time faculty appointment made by CFE.
- One part-time faculty appointment made by CCA.
- One classified appointment made by CFCE.
- One appointment made by the OCC Academic Senate.
- One confidential appointment made by ACE.
- One student appointment made by District Student Council or by the Student Trustee.
- One trustee appointed by the Board of Trustees.

The Search Committee would interview all candidates who meet the qualifications and strive to forward 2-3 finalist recommendations to the Chancellor. Appointments to the Search Committee were to be made within five days of the request. Committee members would be available and flexible to meet the critical interview timeline. The Search Committee would consist of a minimum of four members. One Co-Chair of the Search Committee would be appointed by the Chancellor, and the other Co-Chair would be appointed by the members of the Search Committee.

Trustee Prinsky noted that a Board Policy should be developed to formalize the process for recruitment of future interim presidents.

Motion carried with the following vote:

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

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to appoint Trustee Hornbuckle to serve on the Presidential Search Committee for the permanent replacement.

Motion carried with the following vote:

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

#### **20.06 DIS- Amendment to Interim Educational Administrator Employment Agreement (Ricky Hicks, GWC)**

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve the amendment to the Interim Educational Administrator Employment Agreement with Ricky Hicks, Golden West College. Effective August 16, 2018, Section 6 of the Agreement was revised to change the salary range from DG Range 12, Step 1, \$132,354.00 to DG Range 12, Step 2, \$138,972.00.

Motion carried with the following vote:

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

#### **20.07 DIS- Amendment to Executive Educational Administrator Employment Agreement (Tim McGrath, GWC)**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the amendment to the Executive Administrator Employment Agreement with Tim McGrath, Golden West College. Effective July 1, 2018, Section 6 of the Agreement was revised to include a doctoral stipend.

Motion carried with the following vote:

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

#### **20.08 DIS - Approval of Chancellor Employment Agreement, 2019-2023 for Dr. John Weispfenning**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Employment Agreement for Dr. John Weispfenning, Chancellor of the Coast Community College District, commencing on July 1, 2019 and ending on June 30, 2023. The Board President, or designee, was authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Motion carried with the following vote:

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

#### **21.00 Close of Meeting**

##### **21.01 Public Comment**

There were no requests to address the Board.

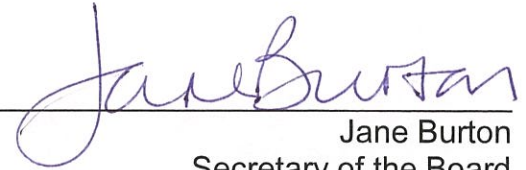
##### **21.02 Adjournment**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adjourn the meeting at 7:02 p.m.

Motion carried with the following vote:



Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Gil  
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.....	19-26

**CLOSED Session 09/20/18 Approved**

**Public Report of Personnel Actions Taken By the Board of Trustees in Closed Session**

**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.

Golden West College

Abella, Dori  
Bornemann, Chung  
Cordiero, Judy  
Gardner, Christopher  
Heavener, Connie  
Hernandez, Benjamin  
Krebs, Louis  
Long, Judith  
Ly, Lillian  
Moreno, Oscar  
Nosalek, Christopher  
Olson, Wayne  
Rangel, Paz

Orange Coast College

Novinrad, Hanieh  
Plunkett, Angela

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

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

None

**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>
Valerius, Matthew	GWC	Project Director, Guided Pathways/Dual Enrollment	10/01/18 – 06/30/20	GM-003.19

## 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>
Santacruz, Rochelle	OCC	Early Childhood Lab School Manager	09/24/18	OM-003-19
Smith, Lara	DIST	Director, Grants and Ed. Svcs.	10/22/18	DM-003-19

## 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>
Bobzien, Kim	OCC	Accounting Coordinator	09/24/18	O-010-19
Even, Kristine	DIST	Accounting Analyst Senior	09/21/18	D-007-19
Gutierrez, Danny	CCC	Public Safety Officer (19.5 hours)	09/24/18	C-003-19
Lordanich, Joseph	CCC	Public Safety Officer (19.5 hours)	10/01/18	C-001-19
Miramontes, Christina	OCC	Administrative Asst II	09/24/18	O-008-19
Oshiro, Dianna	GWC	A&R Tech II- SSSP	09/24/18	G-001-19

## 7. Approval of Appointment of Confidential Staff

In accordance with Board policies and procedures, the following Confidential Staff are recommended for appointment to advertised positions:

None

## 8. 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:

**Reclassification:** In accordance to the contractual bargaining agreement Article 12 between Coast Federation of Classified Employees and Coast Community College District:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Beale, Michael	OCC	Instructional Associate	Instructional Associate, Learning Opportunities	09/21/18
Broberg, Scott	OCC	Multimedia Producer Senior	Film & Television Production Specialist	09/21/18

### **Reorganization**

None

### **Reassignment**

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Nguyen, Hung	DIST	Mechanic	Maintenance Specialist I	09/24/18

## 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:

None

## 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:

None

## 11. 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>
Carranza, Oscar	OCC	Maintenance Specialist	Maintenance Specialist II – Lock Systems	07/01/18	09/30/18
Drake, Susan	OCC	Child Care Assistant	Child Development Specialist	08/30/18	06/30/19
					Time Card

Hulgreen, Erin	OCC	Child Care Assistant	Child Development Specialist	08/30/18	06/30/19 Time Card
Jordan, Judy	OCC	Child Care Assistant	Child Development Specialist	08/30/18	06/30/19 Time Card
Penmetcha, Hemalalitha	OCC	Child Care Assistant	Child Development Specialist	08/30/18	06/30/19 Time Card

## 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:

### Extension of End Dates for Project Specific 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	Admin. Asst. to VP	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	10/01/18	12/10/18

## 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.

<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>
Baker, Tiffany	OCC	Consumer Health Sci.	08/27/18	07/09/19	110001-205310	M,T,W,Th,F
Bergey, Kelsey	CCC	DSPS	08/24/18	07/09/19	124007-856101	M,T,W,Th,F
Bertella, Francesca	OCC	Community Education	08/28/18	07/09/19	812025-240023	M,T,W,Th,F
Crisantos Valencia, Stephany	CCC	Counseling	07/10/18	07/09/19	124421-857634	M,T,W,Th,F

Ellard, Amy Michelle	CCC	Learning Division	08/20/18	07/09/19	818030-847515	M,T,W,Th,F
Garcia, Cyndy	CCC	Counseling	07/10/18	07/09/19	124421-857634	M,T,W,Th,F
Garcia, Marilu	CCC	Counseling	07/10/18	07/09/19	124421-857634	M,T,W,Th,F
Kent, Teara	OCC	Answer Center	08/10/18	07/09/19	110001-260500	M,T,W,Th,F
Nguyen, Joseph	OCC	Answer Center	08/21/18	07/09/19	110001-260500	M,T,W,Th,F
Oliver, Kathleen	OCC	A&R	07/11/18	07/24/18	110001-249002	M,T,W,Th,F
Umetsu, Teresa	OCC	Public Safety	08/22/18	07/09/19	812035-285802	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>
Bowman, Ashley	OCC	Visual & Performing Arts	08/10/18	07/09/19	124127-253800	M,T,W,TH,F
Chen, Anna	OCC	Childhood Lab School	08/23/18	07/09/19	110030-204802	M,T,W,TH,F
Duong, Trish	OCC	Self-Paced BSI Project	08/10/18	07/09/19	124038-256056	M,T,W,TH,F
Erickson, Brett	OCC	Visual & Performing Arts	07/10/18	07/09/19	124127-253800	M,T,W,TH,F
Harrison, Rosemary	GWC	CTA	07/10/18	07/09/19	124073-353224	M,T,W,Th,F
Hernandez, Victor	OCC	Visual & Performing Arts	07/10/18	07/09/19	124127-25380	M,T,W,Th,F
Levish, Michelle	GWC	Biology	07/10/18	07/09/19	110001-311203	M,T,W,Th,F
Nissley, Robert	OCC	Career Services	07/10/18	07/09/19	124127-253800	M,T,W,Th,F
Pravder, Daniel	GWC	Dance	08/27/18	07/09/19	110001-324702	M,T,W,Th,F,S,Su

**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.

<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>
Johnston, Lindsey	OCC	Consumer Health Sci.	08/24/18	07/09/19	110001-204204	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>
Barandiaran, Guillermo	OCC	Food Services	08/10/18	07/09/19	812020-105401	M,T,W,Th,F
Hinojosa, Clara	OCC	Children's Center	07/10/18	07/09/19	330003-259101	M,T,W,Th,F
Tira, Geanina	OCC	Children's Center	08/20/18	07/09/19	330003-259101	M,T,W,Th,F
Tomas, Carlo	GWC	M & O	08/28/18	07/09/19	110001-385201	M,T,W,Th,F
Ton, Chuck	OCC	Food Services	08/10/18	07/09/19	812020-105403	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>
Marquez, Mariela	GWC	Math	08/14/18	09/30/18	120205-351001	M,T,W,Th,F
Solorio, Karla	OCC	Arts Pavilion	08/22/18	07/09/19	110001-211001	M,T,W,Th,F
Morris, Cheyenne	OCC	Community Ed	07/10/18	07/09/19	812025-240023	M,T,W,Th,F
Ornelas, Alyssa	OCC	Consumer Health Sci	08/24/18	07/09/19	110001-204205	M,T,W,Th,F



Williams,  
Christopher

GWC Math

08/14/18

09/30/18

120205-  
351001

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**

It is recommended by the Vice Chancellor of Human Resources that the following hourly Substitutes, on call, as needed to perform non-certificated substitute services for classified employees temporarily absent from departments which have state mandated coverage requirements, or which perform services directly related to the safety and maintenance of the campuses be ratified.

Orange Coast College

Oliver, Katie

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

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

None

#### **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.

Golden West College

Ayad, Mina

Baldwin, James

Espinoza, Maribel

Hern, Erica

Huynh, Angel

Ly, Jason

Moval, Anthony

Nguyen, Matthew

Pule-Hernandez, Yesenia

Weaver, Ellen

Orange Coast College

Abdolalipout, Rozzbeh  
Arcos, Andrea  
Belal, Mohamad  
Brooks, Gaia  
Chavez, Carmen  
Colella, Anna  
Cunneen, Dominic  
Daryagasht, Roya  
Del Rivero Ferrer, Enrique  
Doan, Thang  
Espinoza, Bibi  
Ezelle, Cayla  
Ghahreman, Cyrus  
Gomez, Christopher  
Gomez, Chrystal  
Gord, Lida  
Hanna, Enas  
Hormaza, Ashley  
Junges de Souza, Cloris  
Limas, David  
Matson, Elyssa  
Mayfield, Blake  
Najera, Abigail  
Ng, Jia  
Nguyen, Mychau  
Nguyen, Truong  
Nguyen, Vu Hong  
Payton, Jessica  
Pereira, Vitor  
Rezael, Ali  
Sadrossadat, Anahita  
Salarian, Mahdi  
Salcedo, Salvador  
Shakeri, Seyedehnatasha  
Sorial, Maria  
Stradley, Trent  
Taghdir, Jubin  
Teixeira, Gabriella  
Thatsanaphonh, Nicole  
Toledo, Joan  
Tollipani, John  
Vu, Mytran  
Wainberg, Eduard  
Zand, Shima  
Zar Afrooz, Faranak