

REGULAR MEETING/STUDY SESSION MINUTES*

Board of Trustees

Coast Community College District

District Board Room

3:45 p.m. Closed Session, 5:00 p.m. Open Session

Wednesday, October 17, 2018

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on October 17, 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 5:00 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 Discipline/Dismissal/Release (Pursuant to *Government Code* Section 54957)

b. 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.

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. 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

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
5. Approval of Appointment of Classified Management
Director, Maintenance and Operations
Manager, Payroll Systems
6. Approval of Appointment of Classified Staff
Program Support Specialist
Public Safety Officer
7. Approval of Appointment of Confidential Staff
Executive Assistant
8. Approval of Reclassification and Reorganization/Reassignment,
Classified Staff
Administrative Assistant 1 - Foundation
9. Ratification of Temporary Out of Class Assignments, Classified
Management
10. Ratification of Project-Specific Assignment, Classified Management
11. Ratification of Temporary Out of Class Assignments, Classified Staff
Instructional Schedule Technician
12. Ratification of Project-Specific Assignment, Classified Staff
HR Coordinator
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 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 5:00 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 a. Public Employee Discipline/Dismissal/Release**, on a motion by Trustee Grant, seconded by Trustee Patterson, the Board voted to approve the settlement agreement with Kevin Emerson.

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 d. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted 4-1, with Trustee Grant dissenting, to approve the settlement agreement with Christy McNorton.

Motion carried with the following vote:

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

For **Item 1.04 d. Public Employment**, on a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve and ratify the public employment items. (See Appendix pages 14-19)

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

There were no requests to address the Board.

2.00 Study Session

2.01 DIS – Status of AB 705 Implementation

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology, provided an overview to the Board on the status of AB 705 implementation. Dr. Dana Emerson, Coastline Community College, Albert Gasparian, Golden West College, and Kevin Ballinger, Orange Coast College, gave updates on the implementation at the three campuses, and responded to Trustees' questions. It was requested that an update be brought back to the Board in six months.

3.00 Informational Reports

3.01 GWC – Faculty/Student/Program Highlight

Erin Craig, Golden West College, presented the transition of basic skills math with the implementation of AB 705.

3.02 DIS – Semi Annual Report on Chancellor's Goals for the District 2017-2019

The Chancellor provided a semi-annual report on his goals for the District 2017-19:

Goal #1 Grow Enrollments

Goal #2 Focus on Student Success & Equity

Goal #3 Maintain Fiscal Integrity

Goal #4 Leverage Educational Technology

Goal #5 Strengthen Employee, Student, and Community Relations

It was noted that the Chancellor would hold a State of the District in early March 2019.

4.00 Matters for Review, Discussion and/or Action

4.01 Board Meeting Dates

The Board reviewed upcoming meeting dates for 2018 and 2019. A resolution would be brought back on the next agenda for the Board to adopt the 2019 meeting dates.

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

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

4.03 GWC – Approval of GWC Classified Senate

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve the Golden West College Classified Connection's restructure to a Classified Senate. The Classified Senate replaced the Classified Connection for the purpose of participatory governance pursuant to Section 51023.5 of Title 5 of the California Code of Regulations. The move to a Classified Senate structure was supported and voted on by the membership of GWC's Classified Connection and vetted through College and District governance committees. Governing documents were prepared in accordance with the California Community College Classified Senate Guidelines.

Motion carried with the following vote:

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

4.04 DIS - Full-time Faculty - Related Information and Recommendation for Fall 2019 Hiring

Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban, provided an update on full-time faculty. On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve the hiring of full-time faculty for Fall 2019 to replace vacancies due to retirements or resignations (10 at OCC, 7 at GWC and none at Coastline), and to add 19 new full-time faculty (10 at OCC, 6 at GWC, and 3 at Coastline). The District would prioritize diversity in the hiring process for full-time faculty.

Motion carried with the following vote:

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

4.05 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, analyzing and evaluating the evidence, and writing the Institutional Self Evaluation Reports. 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 and to the September 20, 2018 Board of Trustees regular meeting for further review and discussion. These drafts were brought for a third reading, review, and discussion. These drafts represented work in progress. The final reports would be brought for Board adoption at the November 20, 2018 Board meeting.

4.06 Board Directives Log

The Board reviewed the Board Directives Log. It was noted that Item #2, update on AB 705 would come back to the Board again in April 2019.

5.00 Consent Calendar (Items 6.01 - 20.01)

Item 10.05 DIS – Independent Contractor Agreement with McKnight Associates Inc. was pulled at the request of Staff.

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the balance of the Consent Calendar, including a revision to **Item 15.01 DIS - Personnel.**

Motion carried with the following vote:

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

21.00 Discussion Calendar

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

22.01 DIS – Standard Agreement with EUR Consulting and Development Inc.

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve the Standard Professional Services Agreement with EUR Consulting and Development, Inc. Golden West College was seeking consulting and engineering services to study, document, and develop a solution to remedy the observed sinking and/or settlement of the administration building on the Golden West College campus. This included a review of the southwest corner of the building, which was showing signs of stress and differential separation on the exterior walls.

Term: October 17, 2018, - January 31, 2019

Fiscal Impact: \$93,456 to be paid utilizing Golden West College Capital Outlay dollars.

Motion carried with the following vote:

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

22.02 DIS - Approval of Amendment #1 to the Standard Agreement with CliftonLarsonAllen, LLP (CLA)

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Amendment #1 to the Standard Agreement with CliftonLarsonAllen, LLP (CLA).

After a comprehensive solicitation process, the Board of Trustees had approved Vicenti, Lloyd & Stutzman, LLP as the Coast Community College District's external auditors at their February 5, 2014 meeting. The agreement provided the services needed to complete mandated audits of the District finance office, the Foundation, the Enterprise, and the Measure M Bond Program. This also included financial and compliance audits. This decision was solidified by the adoption of a professional services agreement with Vicenti, Lloyd & Stutzman at the March 5, 2014 meeting of the Board of Trustees. On May 4, 2017, Coast received notice that Vicenti, Lloyd & Stutzman, LLP would be joining CliftonLarsonAllen LLP (CLA) effective June 1, 2017 which provided Vicenti, Lloyd & Stutzman, LLP with increased resources and capabilities to better serve CCCD's audit, tax, and consulting needs. The original fee and term structure approved by the Board of Trustees was not adjusted and the team identified to serve the District did not change.

At this time, there was a need to amend the Standard Agreement with CLA to include an additional Scope of Work. CCCD was seeking a compliance review, per AP 3600, of the District's auxiliary organizations. AP 3600 required such a review every three years. The work would commence upon Board Approval and a final report would be delivered on or about December 15, 2018.

Term: June 15, 2016 - December 15, 2019

Fiscal Impact: An additional cost not to exceed \$28,800 at \$160/HR would be added to the original agreement (\$415,500) bringing the total cost to \$444,300 to be paid from General Funds.

Motion carried with the following vote:

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

23.00 Ratification/Approval of General Items of Business

23.01 OCC - Authorization to Conduct a Short-term Study Abroad Program in Guerrero Negro, Baja Mexico

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to authorize a study abroad program in Guerrero Negro, Baja Mexico, from February 15 through February 18, 2019, and from March 26 through March 31, 2019. Karen Baker, full-time Professor, would serve as faculty on both trips. All logistical arrangements would be handled by program service provider Andiamo Tour.

Fiscal Impact: NTE \$7,174. The cost would be funded by the College and the course would generate FTE's.

Motion carried with the following vote:

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

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

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to authorize the Chancellor or designee to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion would be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the Chancellor or designee 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 may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

Motion carried with the following vote:

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

23.03 DIS – Standard Independent Contractor Agreement with Cambridge West Partnership, LLC (CWP) was pulled at the request of Staff, to be returned to a future agenda.

23.04 DIS - Approval of Non-Standard Agreement and Amendment #1 to Purchase Amazon Web Services under AWS Enterprise Agreement

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Non-Standard Agreement with Amazon Web Services (AWS).

Amazon Web Services (AWS) provides on-demand, variable processing and storage (aka "cloud") computing capabilities. The District was moving much of its Banner ERP system to AWS services via a managed services contract with Ellucian. Not included in the managed services scope of that project, there were other systems that would be moved to AWS under direct management by the District. The goal was to establish an Enterprise Agreement with Amazon Web Services (AWS) to provide on-demand processing and storage (aka "cloud") computing capability to the District for a variety of systems over the course of the contract. The initial contract was for development and transitional AWS usage of the Banner 9 Project. A pool of computer and storage resources was being purchased which would be drawn down based upon actual usage.

Public Contract Code 20652 provides authority for the Board of Trustees of any community college district without advertising for bids, to use other Public Agencies' contract for lease or purchase of equipment, materials and supplies when the Board of Trustees has determined it to be in the best interest of the District.

Term: October 5, 2018 – June 30, 2019

Fiscal Impact: \$5,000 to be paid for from General Funds.

Motion carried with the following vote:

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

23.05 DIS – Approval of Non-Standard Agreement with Pittsburgh Associates

On a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to approve the Non-Standard Agreement with Pittsburgh Associates. This Agreement with Pittsburgh Associates concerned OCC's use of the 'Pirates' trademark. On June 13, 2017, the District filed an application to register OCC's 'Pirates' trademark with the U.S. Patent and Trademark Office. OCC had been using the 'Pirates' trademark and logo primarily in connection with its athletics programs.

The trademark registration was challenged by Pittsburgh Associates on behalf of the Pittsburgh Pirates major league baseball team. This Agreement represented a formal settlement between the District and the Pittsburgh Pirates, and allowed OCC to continue to use the 'Pirates' trademark and logo in association with OCC and its athletics programs.

Fiscal Impact: None

Motion carried with the following vote:

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

24.00 Policy Approval/Procedure Ratification

24.01 DIS – Board Policy for Approval

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve Board Policy 2715 Code of Ethics for Members of the Board of Trustees as revised.

Motion carried with the following vote:

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

25.00 Minutes

25.01 DIS - Minutes

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the minutes of the Regular Meetings of September 20, 2018 and October 3, 2018.

Motion carried with the following vote:

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

26.00 Close of Meeting

26.01 Public Comment

There were no requests to address the Board.

26.02 Adjournment

On a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to adjourn the meeting at 6:45 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.....	14-19

10/17/2018

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

Taylor, Shawn

Discipline

Mathematics

Orange Coast College

Abatzoglou, Alexander

Cioczek-Georges, Renata

Colby, Anita

Dunner, Davina

Hesse, Lisa

Hoffman, Jack

Ly, Tuyen

Discipline

Mathematics

Mathematics

Librarian

Culinary Arts

Culinary Arts

Mathematics

Mathematics

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:

FALL

Appointments during the period 08/24/18-12/14/18

CCC

Villa, Manuel

Discipline

Career and Tech Education

GWC

Kemble, Steven

Samson, Danae

Discipline

Geography

English

OCC

Beavers, Beau

Belger, Jeff

Jackson, Trone

Machado, Eric

Mesa, Vinni

Discipline

Coaching

Coaching

Coaching

Coaching

Coaching/Kinesiology

The following **GWC Part-time Police Academy Instructors** to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the period 07/01/18 to 06/30/19, not to exceed 498 hours:

Elizondo, Benjamin - *exception to BP7310
Lawson, Kurt

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>
Le, Mai	CCC	Director, Extended Opportunity Programs (EOPS)	10/18/18 – 06/30/20	CM-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>
Flint, Randall	CCC	Director, Maintenance & Operations	10/18/18	CM-002-19
Shah, Purvi	DIST	Manager, Payroll Systems	10/22/18	DM-005-19

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>
Jauregui, Melissa	DIST	Program Support Specialist	10/22/18	D-008-19
Gutierrez, Danny	CCC	Public Safety Officer (19.5 hours)	10/01/18*	C-003-19
Lordanich, Joseph	CCC	Public Safety Officer (19.5 hours)	09/24/18*	C-001-19

*Revised start date from 09/20/18 agenda

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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Triggs, Rosalie	DIST	Executive Assistant	11/05/18	D-005-19

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:

Reorganization

None

Reassignment

None

Reclassification

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Chung, Ryan	GWC	Research Assistant	Administrative Assistant I – Foundation	07/01/18

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

None

10. Ratification of Project-Specific Assignment, Classified Management

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>
Salcedo, Veronica	CCC	Administrative Assistant I	Instructional Schedule Technician	07/01/18	10/03/18

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 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>
Williams, Brandi	GW C	HR Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	10/01/18	12/31/18

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>
Castro, Jessica	OCC	Library	09/24/18	07/09/19	110001-247001	M,T,W,Th,F,S
Hunter, Devin	OCC	Global Engagement Center	09/25/18	07/09/19	110001-249200	M,T,W,Th,F

Hourly/Temporary/Instructional/Research Assistant, to provide instructional support services to faculty and instructional divisions by assisting with pre-class preparations, maintaining various school records, scoring tests, tutoring, and coordinating instructional materials or equipment in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work as Assigned</u>
Alavi, Daniel	OCC	Tutoring	09/21/18	07/09/19	812001-201592	M,T,W,Th,F,S
Macuilt, Sandra	CCC	DSPS	08/24/18	07/09/19	856104-493030	M,T,W,Th,F
Montes, Patricia	OCC	Early Childhood Lab School	09/25/18	07/09/19	110030-204802	M,T,W,Th,F
Than, Andrew	GWC	Tutoring	09/25/18	07/09/19	110001-347101	M,T,W,Th,F
Torres, Jose	GWC	AEBG	09/12/18	12/31/18	124131-159501	M,T,W,Th,F
Vo, Kim-Lan	GWC	Tutoring	09/25/18	07/09/19	110001-347101	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.

<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>
Nguyen, Vinh	OCC	Consumer Health Sciences	08/27/18	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>
Barton, Joshua	OCC	Food Services	09/10/18	07/09/19	812020-205402	M,T,W,Th,F
Nicola, Despina	OCC	Food Services	09/20/18	07/09/19	812020-205404	M,T,W,Th,F
Tsuge, Luke	OCC	Campus Safety	09/24/18	07/09/19	127005-258900	M,T,W

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>
McCracken, Tiffany	GWC	Athletics	10/01/18	12/14/18	813001-317113	M,T,W,Th,F
McMaster, Jessica	GWC	Athletics	09/10/18	12/09/18	813001-317114	M,T,W,Th,F
Niumata, Ramsey	GWC	Athletics	09/10/18	07/09/19	813001-317109	M,T,W,Th,F
Schafer, Sam	OCC	Respiratory Care	08/31/18	07/09/19	110001-204213	M,T,W,Th,F
Soriano-Limfueco, M.	GWC	Athletics	09/10/18	07/09/19	813001-317118	M,T,W,Th,F
Umana, Hugo	GWC	Athletics	09/10/18	12/09/18	813001-317114	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 Staff

None

15. Ratification of Medical Professional Hourly Personnel

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.

Coastline College

Student Assistant, Federal Work Study

Hobach, Nganha

Huesca, Belen

Huynh, Andy

Nguyen, Ngan

Golden West College

Student Assistant

Gudiel, Sandra

Student Assistant, Federal Work Study

Andrews, David

Abdalla, Mark

Delgadillo Jimenez,

Alam Josue

Jackson, Sky

Nguyen, Chau

Roper, Juwain

Orange Coast College

Student Assistant

Hayami, Amanda

Ho, Nguyen

Jang, Sharon

Lertpanit, Lan

Li, Jiahe

Mouler, Michelle

Phan, Quynh

Ribeiro, Ellen

Song, Eunji

Tran, Hoa

Student Assistant, Federal Work Study

Bui, Nhu

Harooni, Fatemeh

Tax, Karen

Tecuanapa, Itzel

