

# **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, November 7, 2018**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 7, 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

##### **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. Three cases including 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  
*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  
Interim President
5. Approval of Appointment of Classified Management  
Manager, Enrollment Services
6. Approval of Appointment of Classified Staff  
Administrative Assistant 1  
Administrative Assistant II  
Administrative Clerk Sr.  
Contract Education Associate Sr.  
Culinary Production Coordinator  
Maintenance Specialist II
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment,  
Classified Staff
9. Ratification of Temporary Out of Class Assignments, Classified  
Management
10. Ratification of Project-Specific Assignment, Classified Management
11. Ratification of Temporary Out of Class Assignments, Classified Staff  
Disability Services Associate  
Executive Assistant
12. Ratification of Project-Specific Assignment, Classified Staff  
A & R Technician II  
Contract Education Associate Sr.  
Course Assistant  
Payroll Analyst
13. Ratification of Temporary Out of Class Assignments, Confidential Staff
14. Ratification of Appointment of Short Term Hourly Staff
15. Ratification of Appointment of State Mandated Substitute, Classified  
Staff

16. Ratification of Medical Professional Hourly Personnel

17. 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 5:15 p.m. A moment of silence was held in remembrance of the citizens who were killed while worshipping at the Tree of Life Synagogue in Pittsburgh on October 28, 2018, and in memory of all victims of gun violence.

**1.06 Pledge of Allegiance**

Trustee Patterson led the Pledge of Allegiance.

Board President Hornbuckle congratulated Trustees Grant and Moreno who would be continuing on the Board of Trustees for the next four years.

**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 Moreno, seconded by Trustee Prinsky, the Board voted to approve the personnel items. (See Appendix pages 22-28)

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 to approve the settlement agreement with Walters Wholesale Electric Co.

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 Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Memorandum of Understanding with CCA regarding membership

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 Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve two agreements with CCA, one regarding revisions to Article 14 of the Collective Bargaining Agreement pertaining to professional development, and secondly regarding revisions to Section 4.6 of the Collective Bargaining Agreement regarding new employee information.

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 Informational Reports**

### **2.01 Reports from the Presidents of Student Government Organizations**

The following Presidents of Student Government Organizations provided reports to the Board:

Natalie Tran, Coastline Community College  
Tobin Hecker on behalf of Jesse Lopez, Orange Coast College

## **2.02 DIS – Annual Report on Unfunded Retiree Liability**

Coast's actuary, Mr. Geoffrey Kischuk, presented a Preliminary Unfunded Retiree Liability Report to the Board. Mr. Kischuk and Vice Chancellor Dunn responded to Trustees' questions.

## **2.03 DIS – Dual Enrollment College and Career Access Pathways Partnership Agreement with Garden Grove Unified School District**

The Board had the opportunity to review the Dual Enrollment College and Career Access Pathways Partnership Agreement with Garden Grove Unified School District. This would be returned to the Board at a public hearing at the November 20, 2018 Board Meeting.

## **2.04 DIS – Implementation of AB 19 California College Promise**

Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology, provided a presentation to the Board on the implementation of AB 19 California College Promise across the three colleges in the District, including an overview of the background, eligibility requirements, funding, criteria at each college, and the steps being taken by the District Office and Colleges. Rob Scheiderman addressed the Board, and Dr. Serban responded to Trustees' questions.

## **2.05 DIS – Banner Transformation Project Update**

Fred Rocha, Executive Director, Information Services, provided an update on the Banner Transformation Project.

## **2.06 DIS – The Economic Value of Coast Community College District**

Vice Chancellor Serban gave an overview to the Board on the Economic Impact Study that was conducted to evaluate the local economic contribution of the Coast Community College District, and its three colleges--Coastline College, Golden West College, and Orange Coast College. The study was conducted by Economic Modeling Specialists International (EMSI) in partnership with the Los Angeles Orange County Regional Consortium. The study investigated the economic impacts created by Coast Colleges on the business community and the benefits that the colleges generate in return for the investments made by their key stakeholder groups—students, taxpayers, and society. Dr. Serban responded to Trustees' comments and questions.

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

### **3.01 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

### **3.03 DIS – Board Policies and Administrative Procedures for First Reading**

The Board Policies and Administrative Procedures listed below were brought for first reading at the November 7, 2018 Board of Trustees regular meeting.

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

BP 6330 Purchasing – revision

AP 6330 Purchasing – revision

BP 6902 Capitalization, Depreciation, and Inventory of District Property – new

AP 6902 Capitalization, Depreciation, and Inventory of District Property – new

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

BP 7100 Commitment to Diversity – revision

BP 7130 Compensation – revision

BP 7140 Collective Bargaining/Meet-and-Confer – revision

### **3.04 Board Directives Log**

The Board reviewed the Board Directives Log. At the Chancellor's request, Item #2 College Responses to the #RealCollege Basic Needs Survey Measuring Food and Housing Insecurity was moved tentatively to May 2019.

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

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

Motion carried with the following vote:

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

Noes: None

Absent: Student Trustee Gil

Abstain: None

### **18.00 Discussion Calendar**

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

#### **19.01 DIS – Approval of Amendment #1 to the Non-Standard Agreement with RingCentral, Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Amendment No. 1 to the Non-Standard Agreement with RingCentral, Inc. At the June 20, 2018 Board Meeting, the Board of Trustees approved the Non-Standard Office Plan Purchase Agreement with RingCentral, Inc. for the modernization of the telephony systems to a Voice over Internet Protocol (VoIP) telephony infrastructure. In addition to a five-year service contract, this non-standard agreement approved the utilization of RingCentral's professional services to oversee the project through completion, ultimately moving the Coast District towards a unified communications system.

The work occurred over the summer duration for Orange Coast College (OCC), Golden West College (GWC) and Coastline Community College (CCC) prior to the deluge of students for the Fall semester 2018. As work progressed, there were unforeseen time delays at the OCC campus as an additional 150 phones were discovered. As such, there was a need to request an amendment to the original contract for RingCentral, Inc to provide two additional on-site Telephony Engineers to install the remaining 15% of the OCC VoIP telephones.

**Term:** July 19, 2018 - September 30, 2018

**Fiscal Impact:** Original contract amount of \$380,550 to be paid from Measure M General Obligation Bond Funds. Additional amount of \$21,000 to be paid from General Funds. Total contract amount \$ 401,550.00

Motion carried with the following vote:

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

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

### **20.01 DIS - Approval of Amendment No. 1 to Standard Contractor Services Agreement with Mel Smith Electric Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Amendment No. 1 to the Standard Contractor Services Agreement with Mel Smith Electric, Inc. On May 16, 2018 the Board of Trustees awarded Bid No. 2122, Package B – Electrical, to Mel Smith Electric, Inc. to procure construction services relocating electrical, site lighting, and new conduit/pathways at the future site of the new Student Union at Orange Coast College. A portion of the scope originally outlined in this bid package had since been completed by the contractor, and the remainder of the scope had been removed and placed in the scope of AMCPO Contracting Inc. (Agenda Item 20-02). The financial closing process for these services had begun.



The Orange Coast College Student Union project was currently under construction. This project included a new 119,000 square foot three-story College Center building, a new 40,600 square foot two story Student Center and the renovation of the existing Administration Building. The original bid amount included \$96,000 in allowances to cover costs during construction such as unforeseen conditions, design omissions, trade damage and owner changes. Of this allocation, \$41,200 was used in the field. The remaining \$54,800 of this unused allowance, an additional \$104,000 credit for work now in the scope of AMPCO Contracting Inc., and an outstanding credit of \$86 will be afforded to the District, totaling \$158,886 in credits.

**Term:** June 1, 2018 – August 6, 2018. There is no proposed change to the term length of the contract. This scope of work has been completed.

**Fiscal Impact:** A credit of \$158,886 to the General Obligation Measure M Bond.  
Original Project Contract Amount: \$1,136,000  
Total Project Change Orders: -\$158,886 (13.99% Decrease)

Motion carried with the following vote:

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

#### **20.02 DIS - Approval of Amendment No. 1 to Standard Contractor Services Agreement with AMPCO Contracting, Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve Amendment No. 1 to the Standard Contractor Services Agreement with AMPCO Contracting, Inc.

On August 15, 2018 the Board of Trustees awarded Bid No. 2119, Bid Package 3 – Earthwork and Demolition, to AMPCO Contracting, Inc. to procure services for abatement, demolition, and earthwork required to prepare the construction site for the future Student Union at Orange Coast College. The scope originally outlined in this bid package did not include the pre-construction site utility work. The site utility work had been previously bid out and awarded to Mel Smith Electric at an earlier meeting of the Board of Trustees. Since then, Mel Smith Electric had been unable to complete the entirety of their scope, specifically, the demolition and removal of the existing incased duct bank and saw cutting at the construction site. To maintain the current construction schedule, this scope was removed from Mel Smith Electric (Agenda Item 20.01) and added to the scope of AMPCO Contracting. AMPCO would complete this pre-construction site work, and then commence their original abatement, demolition, and earthwork

**Term:** August 23, 2018 – January 5, 2021. There is no proposed change to the term length of the contract.

**Fiscal Impact:** An additional \$104,000 to be paid with General Obligation Measure M Bond Funds. New Contract Total: \$1,533,659. (As a note, this increase was off-set by the deductive change order to Mel Smith Electric's contract)

Motion carried with the following vote:

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

#### **20.03 DIS – Approval of Amendment No. 1 to Standard Contractor Services Agreement with Bali Construction**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Amendment No. 1 to the Standard Contractor Services Agreement with Bali Construction.

On May 16, 2018 the Board of Trustees awarded Bid No. 2122, Package A – Site Utilities, to Bali Construction to procure construction services, relocating the existing sewer, domestic water, gas, electrical, fiber optic communication, and site lighting prior to the construction of the Student Union and Orange Coast College. The scope originally outlined in this bid package has since been completed by the contractor and the financial closing process for these services has begun. The Orange Coast College Student Union project is currently under construction. This project includes a new 119,000 square foot three-story College Center building, a new 40,600 square foot two story Student Center and the renovation of the existing Administration Building.

The original bid amount included \$76,000 in allowances to cover costs during construction such as unforeseen conditions, design omissions, trade damage and owner changes. Of this allocation, \$52,797 was used in the field. The remaining \$23,203 of this unused allowance as well as an additional \$9,653 credit for e deduction in project scope for apprenticeship labor will be afforded to the District, totaling \$32,856 in credits.

**Term:** June 28, 2017 – February 28, 2019. There is no proposed change to the term length of the contract. This scope of work has been completed.

**Fiscal Impact:** A credit of \$32,856 to the General Obligation Bond.  
Original Project Contract Amount: \$600,000  
Total Project Change Orders: -\$32,856 (5.48% Decrease)

Motion carried with the following vote:

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

#### **20.04 DIS - Approval of Amendment No. 1 to Standard Contractor Services Agreement with J & L Constructors, Inc.**

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 J & L Constructors, Inc.

On May 2, 2018 the Board of Trustees awarded Bid No. 2121, to J & L Constructors, Inc. to procure construction services required to reconfigure and reconstruct parts of the Clark Center at Orange Coast 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 \$50,000 in allowances to cover costs during construction such as unforeseen conditions, design omissions, trade damage and owner changes. Of this allocation, \$43,482.27 was used in the field. The remaining \$6,518 of this unused allowance as well as an additional \$3,748.43 credit for work that was removed from the original scope would be afforded to the District, totaling \$10,266.16 in credits.

**Term:** May 7, 2018 – July 2, 2018. There is no proposed change to the term length of the contract. This scope of work has been completed.

**Fiscal Impact:** A credit of \$10,266.16 to the General Obligation Bond.

Original Project Contract Amount: \$287,000

Total Project Change Orders: -\$10,266.16 (3.6% Decrease)

Motion carried with the following vote:

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

#### **20.05 DIS - Approval of Amendment No. 1 to Standard Contractor Services Agreement with Liberty Climate Control**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve Amendment No. 1 to the Standard Contractor Services Agreement with Liberty Climate Control. On June 20, 2018 the Board of Trustees awarded Bid No. 2125 to Liberty Climate Control, procuring construction services required to install new mechanical equipment to upgrade the HVAC system located at the Clark Center at Orange Coast 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 \$60,000 in allowances to cover costs during construction such as unforeseen conditions, design omissions, trade damage and owner changes. None of this allowance was used during this project, affording the District a \$60,000 credit.

**Term:** June 21, 2018 – September 19, 2018. There was no proposed change to the term length of the contract. This scope of work had been completed.

**Fiscal Impact:** A credit of \$60,000 to the 2017-18 allocation of Scheduled Maintenance dollars.

Original Project Contract Amount: \$377,000

Total Project Change Orders: -\$60,000 (15.92% Decrease)

Motion carried with the following vote:

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

Noes: None

Absent: Student Trustee Gil

Abstain: None

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

### **21.01 DIS – Funded Programs**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve the participation in the following funded programs and/or projects. In addition, the associated contracts or amendments to previously approved contracts were approved. Copies of the contracts and amendments to previously approved contracts were available in the Educational Services and Technology Office.

**Coastline Community College** received a modification to the previously awarded grant from the National Security Agency (NSA) titled, "**Department of Defense (DoD) Information Assurance Scholarship Program (IASP) Cybersecurity Workforce Education.**" The project was focusing on the review of cyber pathway models and the development and adoption of K-12 cyber pathways that were offered with a community college partner. The project would bring faculty and instructors together to develop pathways, including best practices and implementation strategies. Anticipated project goals included: 1) review cybersecurity K-12 pathway models that were being discussed by western states; 2) participate in discussions regarding cybersecurity K-12 pathways with the California Department of Education and faculty/instructors in the field; 3) develop a K-12 pathway that aligns with the Center for Academic Excellence post-secondary designation knowledge units outlined by the NSA; 4) ensure alignment and transfer options for the K-12 cybersecurity pathway; and 5) disseminate project deliverables at conferences and workshops. The grant modification was to extend the period of performance to September 25, 2019.

**Fiscal Impact:** Coastline Community College would receive \$214,983 from September 26, 2017 to ~~September 25, 2018~~ September 25, 2019. No matching funds required.

**Prior Board Date:** October 4, 2017

**Coastline Community College** received a modification to the previously approved grant from the Department of Defense/National Security Agency under the 2017 Center of Academic Excellence (CAE)-Cyber Defense (CD) National and Regional Resource Centers working with colleges and universities in the Western Region of the United States to provide assistance in the CAE program development and application process for non-CAE institutions and helping current CAE institutions to further develop their programs. The Board approved to enter into an agreement with the Department of Defense/National Security Agency to receive \$100,000 from January 1, 2017 to January 1, 2018 at the August 2, 2017 Board meeting. The grant modification was to extend the period of performance to September 21, 2019.

**Fiscal Impact:** Coastline Community College would receive \$89,140.92 from September 22, 2017 to September 21, 2019. No matching funds required.

**Prior Board Dates:** October 4, 2017, August 2, 2017

**Coastline Community College** received a modification to the previously approved grant from the Department of Defense/National Security Agency under the 2017 Center of Academic Excellence (CAE)-Cyber Defense (CD) National and Regional Resource Centers and Fiscal Year 2017 Cybersecurity Workforce Education Initiatives. Coastline Community College was previously designated as a Center of Academic Excellence under this initiative. This grant funded Coastline's activities related to working with colleges and universities in the Western Region of the United States to provide assistance in the CAE program development and application process for non-CAE institutions and help current CAE institutions to further develop their programs. The grant modification was to extend the period of performance to April 5, 2019.

**Fiscal Impact:** Coastline Community College received \$100,000 from April 6, 2017 through April 5, 2019. No matching funds are required.

**Prior Board Date:** August 2, 2017

**Orange Coast College** received Amendment 01 to the previously approved California Department of Education, Child Development Division grant titled, "**Harry & Grace Steel Children's Center General Child Care & Development Program Grant (CCTR-8156).**" The Children's Center had received funds to subsidize childcare for low-income student-parents since 1978. Orange Coast College provides comprehensive child development services that include: quality childcare for student-parents enrolled at Orange Coast College, a food and nutrition program, parent enrichment and resource/referral services. This funding provided child care services for infants and toddlers of low-income students enrolled in a minimum of 6 units while attending Orange Coast College, Golden West College or Coastline Community College. This Amendment included an increase to the Standard Reimbursement Rate and added \$66,761 to the grant amount.

**Prior Board Date:** June 20, 2018

**Fiscal Impact:** Orange Coast College would receive \$251,965 \$318,726 from July 1, 2018 to June 30, 2019. No matching funds required.

**Orange Coast College** received a Title V Hispanic Serving Institution grant from the U.S. Department of Education for the project titled “**Orange Coast College STEM Academy.**” To increase the number of Hispanic and other low income students attaining degrees in the fields of science, technology, engineering, or mathematics, Orange Coast College would focus on: 1) strengthening the institution’s commitment to inform, prepare, and track potential and current STEM students with a focus on the Hispanic community; 2) strengthening student learning and services in STEM; and 3) establishing teacher education services with a focus on future STEM teachers. Overall, strategies included: early identification, preparation, and tracking of potential STEM students through a comprehensive pre-collegiate program; strategic mentoring, supplemental instruction in key math and science courses, dedicated counseling, and student research/internships opportunities; and establishing teacher education services that included counseling and workshops on becoming a teacher with a focus on STEM teaching. Sample key outcomes included: a) increase the number of students earning an Associate of Science degree in STEM; b) increase the number of students transferring in STEM; c) increase the number of student declaring STEM; d) increase success rates in key math/science courses; e) increase student participation in research opportunities; and f) increase the number of students pursuing a teaching career with an emphasis on STEM.

**Fiscal Impact:** Orange Coast College would receive \$2,747,986 from October 1, 2018 to September 30, 2023. No matching funds required.

Motion carried with the following vote:

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

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

### **22.01 DIS – Approval of Instructional Material Fees**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the 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, Patterson and Prinsky
Noes:	None
Absent:	Student Trustee Gil
Abstain:	None

### **22.02 DIS – Early Commitment to College Program Partnership Agreement with Newport Mesa Unified School District**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to ratify an Early Commitment to College Program Partnership Agreement with Newport Mesa Unified School District.

AB 19 (Santiago), Chapter 735, Statutes of 2017, established the California College Promise with the defined policy goals focused on increasing college attendance and graduation rates and reducing and eliminating achievement gaps for students in the California Community Colleges. The 2018-19 Budget Act allocated \$46 million to support the establishment and expansion of programs and practices to meet the AB 19 policy goals. Community College Districts are also authorized, but not required, to use funding to waive fees for one academic year for first-time, full-time students. Coast Colleges received \$1,413,028 from this allocation. Community College Districts must partner with one or more local educational agencies to establish an Early Commitment to College Program (ECCP) that includes, but is not limited to, learning about college opportunities, visiting campuses, taking and completing college prep courses, and applying for college and financial aid. The ECCP agreement affirmed the responsibilities of Coast Community College District and NMUSD to advance the AB 19 goals, including offering a tuition-free first year of higher education at the Coast Colleges to eligible graduates of NMUSD high schools who enroll full-time after high school graduation at any college in the District, contingent upon funding availability.

**Term:** October 15, 2018 – June 30, 2020

**Fiscal Impact:** Tuition waiver for the first academic year for eligible first-time, full-time students who graduated from a NMUSD high school. To be paid from the AB 19 California College Promise allocation.

Motion carried with the following vote:

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

## **22.03 DIS – Early Commitment to College Program Partnership Agreement with Huntington Beach Union High School District**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify an Early Commitment to College Program Partnership Agreement with Huntington Beach Union High School.

AB 19 (Santiago), Chapter 735, Statutes of 2017, established the California College Promise with the defined policy goals focused on increasing college attendance and graduation rates and reducing and eliminating achievement gaps for students in the California Community Colleges. The 2018-19 Budget Act allocated \$46 million to support the establishment and expansion of programs and practices to meet the AB 19 policy goals. Community College Districts were also authorized, but not required, to use funding to waive fees for one academic year for first-time, full-time students. Coast Colleges received \$1,413,028 from this allocation. Community College Districts must partner with

one or more local educational agencies to establish an Early Commitment to College Program (ECCP) that includes, but is not limited to, learning about college opportunities, visiting campuses, taking and completing college prep courses, and applying for college and financial aid. The ECCP agreement affirmed the responsibilities of Coast Community College District and HBUHSD to advance the AB 19 goals, including offering a tuition-free first year of higher education at the Coast Colleges to eligible graduates of HBUHSD high schools who enroll full-time after high school graduation at any college in the District, contingent upon funding availability.

**Term:** September 12, 2018 – June 30, 2020

**Fiscal Impact:** Tuition waiver for the first academic year for eligible first-time, full-time students who graduated from a HBUHSD high school. To be paid from the AB 19 California College Promise allocation.

Motion carried with the following vote:

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

#### **22.04 DIS – Authorization to File Notice of Completion and Release Retention Funds**

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

OCC- East Campus Utility Relocation Project Bid No. 2122, Bid Package B- Electrical

**Contractor:** Mel Smith Electric Inc.

OCC – Clark Center HVAC Project, Bid No. 2125

**Contractor:** Liberty Climate Control

CCC – Changeable Banner Signage Project, Bid No. 2112

**Contractor:** PVL Signs & Graphics Inc.

Motion carried with the following vote:

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



## **22.05 DIS – Approval of Employment Agreement (Mai Le, CCC)**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the appointment of Mai Le to the position of Director, Extended Opportunity Programs & Services (EOPS) at Coastline College commencing on October 18, 2018 and ending on June 30, 2020. After review by the Chancellor, it is recommended that the Board approve the Employment Agreement with Mai Le, setting forth the terms of her employment. Compensation to be \$103,529.00 annually based on the appropriate step placement. The Board President, or designee, is 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 and Prinsky
Noes:	None
Absent:	Student Trustee Gil
Abstain:	None

## **22.06 DIS - Approval of Amendment to Engagement for Services - Nielsen, Merksamer, Parrinello, Gross and Leoni, LLP**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve an Engagement Agreement with Nielsen, Merksamer, Parrinello, Gross and Leoni, LLP to represent Coast Community College District in connection with legal advice pertaining to the California Voting Rights Act. The Board approved an Amendment to Engagement to Services to provide legal services pertaining to a possible increase in the size of the Board of Trustees from five to seven trustees, and associated redrawing of the District's trustee area boundaries.

Motion carried with the following vote:

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

## **22.07 DIS – Standard Independent Contractor Agreement with Cambridge West Partnership, LLC (CWP)**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Standard Independent Contractor Agreement with Cambridge West Partnership, LLC (CWP).

The Coast Community College District (CCCD) sought assistance from Cambridge West Partnership, LLC (CWP) with the implementation and interpretation of the Student Centered Funding Formula (SCFF). CWP would assist the District and colleges by reviewing Coast's existing allocation model, simulating the effects of the SCFF and helping draft a new model for the Coast District.

**Term:** Upon Chancellor's Signature – June 30, 2019

**Fiscal Impact:** NTE \$64,000 at \$160 per hour to be paid from General Funds.

Motion carried with the following vote:

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

**22.08 DIS - Appointment of Trustee to Vote on Behalf of the District at Shareholders Meeting of the Enterprise Corporation**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to appoint Trustee Jim Moreno to vote by proxy on behalf of the District at the upcoming annual meeting of the Shareholders of the Enterprise Corporation, to reappoint Directors David Cline and Richard Armendariz, and to appoint a new Board member to fill Sharon Donoff's vacated position.

Motion carried with the following vote:

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

**22.09 DIS – Appointment of Community Member to Serve on Orange Coast College President Search Committee**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to appoint community member, Connie Boardman, to serve on the Orange Coast College President Search Committee.

Motion carried with the following vote:

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

**23.00 Resolutions**

**23.01 DIS – Resolution #18-40 Adopting Board of Trustees' Meeting Schedule 2019**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #18-40 Board of Trustees Meeting Schedule for 2019.

Motion carried with the following vote:

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

## **24.00 Informational Reports II**

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

The Chancellor reported from Closed Session that on a motion by Trustee Patterson, seconded by Trustee Moreno, conditional upon subsequent approval of an employment agreement, the Board had unanimously voted to appoint Kevin Ballinger as Interim President of Orange Coast College commencing February 1, 2019. Additionally, as President Harkins would be taking vacation leave prior to February 1<sup>st</sup>, the Chancellor added that he was appointing Kevin Ballinger to serve as Acting President of Orange Coast College beginning November 19, 2018 – January 31, 2019.

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

The following College Presidents provided reports to the Board:

Dr. Vince Rodriguez on behalf of Dr. Lori Adrian, Coastline Community College  
Dr. Dennis Harkins, Orange Coast College  
Tim McGrath, Golden West College

### **24.03 Reports from Academic Senate Presidents**

The following Academic Senate Presidents provided reports to the Board:

Ann Holliday, Coastline Community College  
Martie Ramm Engle, Golden West College  
Loren Sachs, Orange Coast College

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

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

### **24.05 Reports from 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)  
Rob Schneiderman, Coast Federation of Educators/American Federation of  
Teachers (CFE/AFT)

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

The Trustees gave 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 7:13 p.m. in memory of Stephanie Dumont and Mike Kreza.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, and Prinsky
Noes:	None
Absent:	Student Trustee Gil
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.....	22-28

**CLOSED Session 11/7/18 Approved**  
**Public Report of Personnel Actions Taken by the Board of Trustees in Closed Session**

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

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

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**

Armstrong, David  
Ausmus, Brandon  
Pyo, Henry

**Discipline**

Basic Skills Mathematics  
Math  
ESL (Non-Credit)

**Orange Coast College**

Garrison, Kimberly  
Matulich, Joanne  
Moniz, Pamela  
Uribe, Peter

**Discipline**

Art  
Theatre  
Biology & Marine Science  
Theatre

**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

**Golden West College**

Garcia, Jennifer  
Graney, Kayla  
Guzman, Joshua  
Pyo, Henry  
Samson, Danae  
Whitney, Marisa

**Discipline**

English  
Communication Studies  
ESL  
ESL (Non-Credit)  
English  
English

**Orange Coast College**

Lopez, Gregory

**Discipline**

Counseling

#### 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>Start Dt</u>	<u>Vacancy #</u>
Ballinger, Kevin	OCC	Interim President	02/01/19	OM-008-19

#### 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>
Penalba, Richelle	OCC	Manager, Enrollment Svcs.	11/13/18	OM-006-19

#### 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>
Blake, Janis Suzanne	CCC	Administrative Assistant I	11/08/18	C-013-19
Bowen, Karen	OCC	Administrative Clerk, Sr.	11/13/18	O-016-19
Cota, Mary	CCC	Contract Education Associate, Senior	11/13/18	C-004-19
Elam, Dustin	OCC	Maintenance Specialist II	11/13/18	O-006-19
Estrada, Ray	OCC	Culinary Production Coord.	01/02/19	O-024-19
Ozuna, Michelle	OCC	Administrative Asst. II	11/13/18	O-009-19

#### 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:

None

## 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 Date</u>	<u>End Date</u>
Stephenson, Thomas	OCC	Instructional Assistant	Disability Services Associate	09/01/18	11/30/18

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

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Extend From</u>	<u>Extend To</u>
Tran, Khanh	DIST	Admin. Asst. to VP	Executive Asst.	10/01/18	11/04/18

## 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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Date</u>	<u>End Date</u>
Agag-Maxwell, Diana	CCC	Contract Education Assoc., Sr.	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	08/01/18	01/01/19
Pontius, Cody	CCC	Course Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/18	12/31/18

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

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Extend From</u>	<u>Extend To</u>
Cheng, I-Ying	DIST	Payroll Analyst	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/18	11/30/18



Munoz-Sanchez, Martha	OCC	A&R Tech II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	09/30/18	12/31/18
Ramos, Concepcion	DIST	Payroll Analyst	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/18	11/30/18

### 13. Ratification of Temporary Out of Class Assignments, Confidential 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:

None

### 14. 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>
Castro, Abigail	OCC	Global Engagement	10/17/18	07/09/19	110001-249200
Kasmi, Fatem-Zohra	OCC	Counseling	10/10/18	07/09/19	110001-249501
Ly, Vivian	OCC	Global Engagement	10/02/18	07/09/19	110001-249200
Soberon, Yvette	OCC	Student Success Center	10/04/18	07/09/19	812001-201592

**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>
Alavi, Daniel	OCC	Tutoring	09/21/18	07/09/19	812001-201592
Harvey, James	OCC	Student Success Center	10/15/18	07/09/19	812001-201592
Macuilt, Sandra	CCC	DSPS	08/24/18	07/09/19	856104-493030
Montes, Patricia	OCC	Early Childhood Lab School	09/25/18	07/09/19	110030-204802
Ngo, Howard	OCC	Student Success Center	10/17/18	07/09/19	812001-201592
Pacheco, Jennifer	OCC	Early Childhood Lab School	09/26/18	07/09/19	110030-204802
Than, Andrew	GWC	Tutoring	09/25/18	07/09/19	110001-347101
Torres, Jose	GWC	AEBG	09/12/18	12/31/18	124131-159501
Torres, Richard	GWC	Tutoring	10/04/18	07/09/19	110001-347101
Vo, Kim-Lan	GWC	Tutoring	09/25/18	07/09/19	110001-347101

**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>
Alaei, Sanaz	OCC	Children's Center	09/10/18	07/09/19	330001-259101
Katakura, Colin	OCC	Marketing & PR	09/22/18	07/09/19	110001-269002

**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>
Carralejo, Caitlyn	OCC	Outreach	10/15/18	07/09/19	124135-249304

**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.

<u>Name</u>	<u>LOC</u>	<u>Department</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>
Martinez, Elena	GWC	Financial Aid	09/07/18	01/31/19	124044-359301
Morales, Diana	GWC	Nursing	10/31/18	06/30/19	110001-31402
Tran, Nghi	GWC	Nursing	10/31/18	06/30/19	110001-31402

#### **15. Ratification of Appointment of State Mandated Substitute, Classified Staff**

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.

None

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

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

None

#### **17. 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**

##### Student Assistant

Mai, Do Hong Hanh

##### Student Assistant, Federal Work Study

Carrasco, Catherine

## **Orange Coast College**

### **Student Assistant**

Gordeladze, Veronika

La Rocco, Daniel

Pham, Anna

### **Student Assistant, Federal Work Study**

Jimenez, Isaiah

Luong, Sonny