

# **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**

**Tuesday, November 20, 2018**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 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 5:00 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. Two 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  
*Kana Pipeline vs. H.L. Moe Co., Inc. et al.*, Orange County Superior Court Case No. 30-2018-01012867  
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  
*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  
Acting, Vice President of Instruction
5. Approval of Appointment of Classified Management  
Manager, Enrollment Services
6. Approval of Appointment of Classified Staff  
Accounting Assistant Sr.  
Administrative Clerk  
Course Assistant  
Disability Services Associate  
Division Area Office Coordinator
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
12. Ratification of Project-Specific Assignment, Classified Staff  
Public Information and Marketing Coordinator
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 5:00 p.m.

#### **1.06 Pledge of Allegiance**

Trustee Grant 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 **1.04 a. Public Employee Discipline/Dismissal/Release**, on a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted not to re-appoint a Dean for an employment term beyond 6-30-19.

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 e. Public Employment**, on a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to ratify and approve the personnel items as amended. (See Appendix pages 26-32)

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 ratify Memorandum of Understanding 18-16 with CFE regarding Academic Pathway Coordinator, a Tentative Agreement for Faculty Observation/Evaluation, and a Tentative Agreement regarding Student Opinion of Library Instruction.

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 Grant, seconded by Trustee Prinsky, the Board voted to ratify Memoranda of Understanding 18-10 with CFE regarding the 2018-2019 Reclassification Process and 18-11 regarding the Weekend Shift Differential.

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.

#### **1.09 Acceptance of Retirements**

The Board expressed appreciation and congratulations to the following retirees with 10 or more years of service to the Coast Community College District:

- Bruce Bales, GWC, Instructor, retirement effective January 1, 2019
- Mario Fernandez, GWC, Maintenance Specialist II, retirement effective December 29, 2018
- Richard Hutchison, OCC, Instructor, retirement effective December 17, 2018
- Linda Kuntzman, CCC, Faculty, ESL, retirement effective May 26, 2018
- Dale Nauta, OCC, Instructor, retirement effective December 15, 2018
- Robin O'Connor, OCC, Faculty, Adapted Activities/Kinesiology, retirement effective December 15, 2018
- Lynn Rose, CCC, Contract Education Associate, retirement effective December 31, 2018

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to accept the retirements.

Motion carried with the following vote:

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

## **2.00 Public Hearing**

### **Public Hearing Regarding the Approval of the Non-Standard Dual Enrollment College and Career Access Pathways Partnership Agreement with Garden Grove Unified School District (GGUSD) Pursuant to Education Code Section 76004(b)**

Board President Hornbuckle opened the public hearing at 5:07 p.m. Vice Chancellor of Educational Services and Technology, Dr. Andreea Serban, provided a staff report. There was no public testimony. After Trustee comments and questions, Trustee Hornbuckle closed the public hearing at 5:13 p.m.

On a motion by Trustee Grant, seconded by Trustee Patterson, the Board voted to approve a Non-Standard Dual Enrollment College and Career Access Pathways Partnership between Coast Community College District and Garden Grove Unified School District (GGUSD). The President of the Board of Trustees or designee was authorized to sign any related documents, indicating approval by the Board.

The goal of this agreement was to develop seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness.

**Fiscal Impact:** No cost to the District. The District did not anticipate any additional costs in teaching the dual enrollment classes at either the colleges' sites or one of the GGUSD sites.

Motion carried with the following vote:

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

## **3.00 Informational Reports**

### **3.01 OCC – Faculty/Student/Program Highlight**

Maricela Sandoval, Student Equity Program Coordinator, and students Allison Pallardy, Alex Mejia, Vivi Almanza Merida and Ashley Mojica, highlighted Orange Coast College's Student Equity Program and Services.

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

### **4.01 Acceptance of the Coast Community College District External Auditor's Report for the 2017-2018 Fiscal Year**

The External Auditor's Report that had been prepared by CliftonLarsonAllen, LLP was presented to the Board. Ms. Renee Graves provided a brief overview of the report, stating that a clean, unmodified opinion had been rendered, and that the financial statements prepared by management were clearly stated and in accordance with all appropriate accounting principles. Ms. Graves responded to Trustees' questions. Trustee Moreno noted that the Board's Audit and Budget Committee had previously discussed the audit finding regarding employee vacation hours/payouts, and requested the Chancellor and Dr. Baeza report back with recommendations for proactive methods of monitoring this and similar situations.

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to accept the report.

Motion carried with the following vote:

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

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

The Board Policies and Administrative Procedures listed below were brought for first reading, and would be returned to the December agenda for adoption/ratification.

##### **Chapter 3. General Institution**

BP 3435 Discrimination, Harassment, and Retaliation Complaints and Investigations - revision

AP 3435 Discrimination, Harassment, and Retaliation Complaints and Investigations - revision

BP 3720 Computer and Network Use – review

AP 3720 Computer and Network Use – revision

BP 3810 Claims Against the District – revision

AP 3810 Claims Against the District – revision

#### **4.03 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

#### **4.05 Board Directives Log**

The Board reviewed the Board Directives Log.

#### **4.00 Consent Calendar (Items 5.01 - 16.01)**

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

Motion carried with the following vote:

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

#### **17.00 Discussion Calendar**

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

##### **18.01 DIS - Approval of Amendment No. 2 to the Standard Construction Management Agreement with C.W. Driver**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Amendment No. 2 to the Standard Construction Management Agreement with C.W. Driver.

At the regular meeting of the Board of Trustees on March 15, 2017, the Board had awarded RFP 2102 to C.W. Driver for construction management services on the Orange Coast College Student Union Project. This agreement provided funding authorization for pre-construction, bidding, construction and post construction phases of this project through December 31, 2020. On March 21, 2018 Amendment No. 1 to the construction management services contract was brought to the Board of Trustees for approval, adding additional services for management of the pre-demolition work to be completed at the site of the new Student Union. Since then, the scope of this project had been amended to include tenant improvements to the Administration Building at Orange Coast College. Approval of Amendment No. 2 would maintain construction management services through this additional scope of work through construction completion.

**Term:** March 16, 2017 through December 31, 2020. There was no proposed change in contract terms, only an addition of staff to complete additional scope within the original term dates.

**Fiscal Impact:** Additional cost of \$199,028 to be paid utilizing Orange Coast College's General Obligation Measure M Bond Funds. Revised Contract Total: \$4,421,481.

Motion carried with the following vote:

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



## **18.02 DIS – Change Order No. 1 to Standard Design Build Contract with Ohno Construction Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve Change Order No. 1 to the Standard Design Build Contract with Ohno Construction Co. The Board President or designee was authorized to sign any related documents, indicating approval by the Board of Trustees.

On February 7, 2018, the Board had awarded Bid No. 2118 to Ohno Construction Co. for the design and construction of the Golden West College Softball Field Project. Change Order No. 1 added additional scope to the design and construction scope for Ohno Construction Co. to include the construction of a restroom facility, per the request of DSA. This scope required additional design services, construction materials, and permitting costs that were not included in the original bid amount.

Total Change Order #1: \$220,890.73

Original Project Contract Amount: \$2,259,000

Total Project Change Orders: \$220,890.73 (9.78% Increase)

**Term:** February 9, 2018 through January 4, 2019. This Change Order did not require a change to the term of the Agreement.

**Fiscal Impact:** An additional \$220,890.73 to be paid utilizing Golden West College Capital Outlay funds.

Motion carried with the following vote:

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

Noes: None

Absent: None

Abstain: None

## **18.03 DIS – Approval of Amendment No. 1 to Standard Professional Services Agreement with The Solis Group**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve Standard Amendment No. 1 to the Standard Professional Services Agreement with The Solis Group.

On April 20, 2016 the Board had approved the Standard Professional Services Agreement with The Solis Group, for local hiring and labor compliance monitoring services on the Golden West College Math and Science Building. The proposal for these services included staffing through the duration of the construction schedule. However, during the design approval process, DSA requested additional information from Golden West College. This required construction to be broken into two phases, allowing the project management team to gather the necessary design and engineering information required by DSA. Amendment No. 1 to this agreement amended the term expiration date of this contract, aligning the terms of the existing agreement with the amended construction schedule provided by the contractor.

**Term:** September 1, 2016 – September 30, 2019. Approval of Amendment No. 1 would extend the term dates of this agreement which were due to expire on December 31, 2018.

**Fiscal Impact:** \$34,281 to be paid utilizing General Obligation Bond Funds. Original Contract Amount: \$102,843, New Contract Amount: \$137,124.

Motion carried with the following vote:

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

#### **18.04 DIS – Approval of Standard Professional Services Agreement with Willdan Geotechnical**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve the Standard Professional Services Agreement with Willdan Geotechnical.

Orange Coast College, in partnership with the developer Servitas, would begin construction on a new Student Housing Project. This project had broken ground and begun demolition, with an estimated completion and subsequent occupancy in August 2020. To ensure compliance with Title 24 construction regulations, ensure structural safety, and to assure long term structural viability, Orange Coast College would be utilizing the services of Willdan Geotechnical during the construction of the Student Housing Project. Willdan Geotechnical would be providing material testing and inspection services through the duration of this project, contracting directly with the Coast Community College District. All expenses incurred as a result of these services would be reimbursed by the project developer.

**Term:** November 21, 2018 – December 31, 2020

**Fiscal Impact:** Not to exceed \$229,770. Compensation rates were based on the type of inspection services performed and were detailed in Exhibit A of the attachment. These costs were to be paid from Orange Coast College Capital Outlay funds and reimbursed monthly by the developer.

Motion carried with the following vote:

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

#### **18.05 DIS – Approval of Standard Professional Services Agreement with Terracon Consultants, Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve the Standard Professional Services Agreement with Terracon Consultants, Inc.

Orange Coast College, in partnership with the developer Servitas, would begin construction on a new Student Housing Project. This project had broken ground and begun demolition, with an estimated completion and subsequent occupancy in August 2020. Terracon Consultants, Inc. would be providing geo-technical and soils testing services through the duration of this project, contracting directly with the Coast Community College District. However, all expenses incurred as a result of these services would be reimbursed by the project developer.

**Term:** November 20, 2018 – December 31, 2020

**Fiscal Impact:** Not to Exceed \$103,640. Compensation rates were based on the type of inspection services performed. These services would be paid from Orange Coast College Capital Outlay funds and reimbursed monthly by the developer.

Motion carried with the following vote:

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

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

##### **19.01 GWC - Amendment to Non-Standard License to Use Agreement with Kaplan International North America**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Amendment to the Non-Standard License to Use Agreement with Kaplan International North America.

This License to Use Agreement granted Kaplan International use of a portion of Golden West College property to place relocatable buildings for exclusive use by Kaplan for classes. Services would provide income to GWC, as well as enhancement of International Students' enrollment. Amendment #1 extended the ending date of the agreement from October 20, 2018 to October 20, 2020, with option to renew for an additional one-year term. It also increased the per student usage fees paid by Kaplan International from \$21.22 to \$21.85 in the first year of term of this Amendment, to \$22.51 the second year of the term of this Amendment, and to \$23.18 for the optional third year. The Amendment also changed the notice address for Kaplan International.

**Term:** September 17, 2015 – October 20, 2020

**Fiscal Impact:** No cost to the College. Expected income: a minimum of \$234,000 annually, plus \$200,000 contribution towards site improvements based upon per participating student, with a guaranteed minimum of 50 students per year from Kaplan International North America funds. Additional expected income with amendment: a minimum of \$275,216 annually.

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 Guerrero Negro, Baja Mexico, March 2019**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve a short-term study abroad program in Guerrero Negro, Baja Mexico from March 26 through March 31, 2019, with Kelli Elliott, OCC Professor, serving as faculty on the trip. All logistical arrangements would be handled by program service provider Andiamo Tour.

The study abroad course, originally assigned to Professor Karen Baker, was approved by the Board of Trustees at their regular Board meeting on October 17, 2018. The course was then assigned to Kelli Elliott. This approval by the Board of Trustees replaced the previous approval of Karen Baker's course.

**Fiscal Impact:** NTE \$6,366. The cost was to 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

### **20.02 OCC - Authorization to Conduct a Short-term Study Abroad Program in Guerrero Negro, Baja Mexico, February 2019**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve a short-term study abroad program in Guerrero Negro, Baja Mexico, from February 15 through February 18, 2019, with Mary Blasius, OCC Professor, serving as faculty on the trip. All logistical arrangements would be handled by program service provider Andiamo Tour.

The study abroad course, originally assigned to Professor Karen Baker, was approved by the Board of Trustees at their regular Board meeting on October 17, 2018. The course was then assigned to Mary Blasius. This approval by the Board of Trustees replaced the previous approval of Karen Baker's course.

**Fiscal Impact:** NTE \$3,101. The cost was to 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

### **20.03 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, Prinsky and Gil
Noes:	None
Absent:	None
Abstain:	None

### **20.04 DIS - Bid Tabulations and Award of Contract for Contractor Services for District Administration Building Lobby Roof Repair, Bid No. 2133**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Standard Contractor Services Agreement with Chapman Coast Roof, Co. Inc.

The District Administration building sought contractor services to repair and replace the roof of the Lobby located at the Administration Building. The contractor would remove the existing roof system & flashing down to the deck, install crickets and gypsum board covers, and adhere District supplied single ply roof membrane. This work would also include a 20-year warranty. It was anticipated that the project would commence on November 21, 2018 and be completed by December 18, 2018.

Notices were published in the Daily Pilot on October 11, 2018 and October 18, 2018. Additionally, notices were sent out to 291 vendors utilizing the Planet Bids portal. A mandatory job walk was held on October 19, 2018 and ten prospective bidders were in attendance. Ten bids were received and opened on October 24, 2018.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>Chapman Coast Roof Co., Inc.</b> 2301 E. Orangethorpe Avenue Fullerton, CA 92831	<b>\$66,890</b>
Rite-Way Roof Fontana, CA	\$84,343
ERC Roofing Santa Ana, CA	\$89,000
Best Contracting Services Gardena, CA	\$91,186
F C and Sons Roofing Bell Gardens, CA	\$98,508
Danny Letner Inc. Orange, CA	\$104,700
C.I. Services, Inc. Anaheim, CA	\$117,750
Stone Roofing Inc. Azusa, CA	\$118,800
Commercial Roofing Arcadia, CA	\$122,001
Roofing, Inc. Montebello, CA	\$158,965

**Term:** November 21, 2018 – December 18, 2018

**Fiscal Impact:** \$66,890 which included \$10,000 in project allowance to be paid with District Capital Outlay Dollars.

#### **20.05 DIS - Bid Tabulations and Award of Contracts for Orange Coast College Kinesiology/Athletics/Adaptive PE/Aquatics Project- Bid No. 2130**

On a motion by Trustee Moreno, seconded by Trustee Grant, the Board voted to award the Standard Contractor Services Agreements for Bid No. 2130 to the lowest responsive and responsible bidders for Bid Packages 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, and 25.

As part of the Vision 2020 Facilities Master, Plan, Orange Coast College sought to correct current deficiencies and support current instruction through the Kinesiology/Athletics/Adaptive PE/Aquatics Project. Orange Coast College planned to construct a new 104,000 square foot single-story Kinesiology and Athletics facility. This also included the renovation of the existing Men's Locker Room Building and the construction of new aquatics facilities. The project would be procured via Multiple Prime Contracts to the District with C.W. Driver acting as the District's Construction Manager. The anticipated Construction schedule would be from December 2018 to June 2020.

Notices were published in the Daily Pilot on June 29, 2018 and July 6, 2018 notifying potential bidders of the prequalification opportunity. In addition, notices of this pre-qualification were sent to 991 potential bidders via the direct bid notification system through the Planet Bids Portal. One hundred fifteen prequalification applications were submitted of which one hundred six bidders were pre-qualified. Seventy-five bids were received and opened on October 24, 2018.

<u>Bid Package 1 – General Requirements</u>	<u>Bid Amount</u>
<b>Bogh Engineering</b>	<b>\$491,000</b>
<b>401 West 4th Street, Beaumont, CA 92223</b>	
Hamel Contracting -Murrieta, CA	\$690,554
Inland Building Construction Companies, Inc. - San Bernardino, CA	\$953,700
TELACU Construction Management – Orange, CA	\$1,069,000
Asphalt, Fabric & Engineering, Inc.- Signal Hill, CA	No Bid
ISEC Incorporated - San Diego, CA	No Bid
Keystone Builders – Anaheim, CA	No Bid

<u>Bid Package 2 – Survey</u>	<u>Bid Amount</u>
<b>Pfeiler &amp; Associates Engineers</b>	<b>\$164,890</b>
<b>22609 La Palma Avenue, Suite 202</b>	
<b>Yorba Linda, CA 92887</b>	
Adkison Engineers Inc. dba Adkan Engineers - Riverside, CA	No Bid
Fusco Engineering - Irvine, CA	No Bid

<u>Bid Package 3 – Earthwork and Demolition</u>	<u>Bid Amount</u>
<b>James McMinn</b>	<b>\$898,500</b>
<b>21801 E. Barton Road Unit B, Grand Terrace, CA</b>	
Southern California Grading - Irvine, CA	\$1,412,325
Access Pacific, Inc- Pasadena, CA	No Bid
Asphalt, Fabric & Engineering, Inc. – Signal Hill, CA	No Bid
Elite Earthworks & Engineering dba GK Backlund - Corona, CA	No Bid
Environmental Construction, Inc. - Woodland Hills, CA	No Bid
Interior Demolition – Montrose, CA	No Bid

<u>Bid Package 4 – Site Utilities</u>	<u>Bid Amount</u>
<b>JPI Development Group, Inc.</b>	<b>\$1,166,000</b>
<b>41205 Golden Gate Circle Murrieta, CA 92562</b>	
Fischer, Inc.- San Bernardino, CA	\$1,120,900
Interpipe Contracting, Inc. – Santee, CA	\$1,282,970
Bali Construction Co. - South El Monte, CA	\$1,520,000
Pro-Craft Construction – Redlands, CA	\$1,583,000
W.A. Rasic Construction Company, Inc.- Long Beach, CA	\$1,914,488
Kerns Inc. a California Corporation – Hesperia, CA	\$2,257,939
Access Pacific, Inc. - Pasadena, CA	No Bid
Asphalt, Fabric, & Engineering, Inc. – Signal Hill, CA	No Bid
Empyrean Plumbing – Riverside, CA	No Bid
Murray Company- Rancho Dominguez, CA	No Bid
Suttles Plumbing & Mechanical Corp. – Chatsworth, CA	No Bid
Verne’s Plumbing, Inc. - Buena Park, CA	No Bid

<u>Bid Package 5 – Shoring &amp; Caissons</u>	<u>Bid Amount</u>
<b>Malcom Drilling Company</b>	<b>\$1,038,575</b>
<b>92 Natoma Street, Suite 400 San Francisco, CA 94105</b>	
Hayward Baker – Chino Hills, CA	\$1,090,000

<u>Bid Package 6 – Landscape</u>	<u>Bid Amount</u>
<b>Pierre Landscape</b>	<b>\$309,477</b>
<b>5455 2<sup>nd</sup> Street Irwindale, CA 91706</b>	
Marina Landscape – Orange, CA	\$328,800
Southern California Landscape – Fontana, CA	\$410,130
AMPCO Landscape dba Earthscapes – Anaheim, CA	No Bid

<u>Bid Package 7 – Site Concrete, Asphalt Paving</u>	<u>Bid Amount</u>
<b>Asphalt, Fabric, Engineering</b>	<b>\$1,091,977</b>
<b>2683 Lime Avenue, Signal Hill, CA</b>	
Bogh Engineering - Beaumont, CA	\$1,136,200
K A R Construction, Inc. - Ontario, CA	\$1,461,000
Bravo Concrete Construction, Inc. – Riverside, CA	\$1,537,543
R. J. Daum Construction Company - Garden Grove, CA	\$1,660,862
Access Pacific, Inc. Pasadena, CA	No Bid
Haitbrink Asphalt Paving, Inc. - Corona, CA	No Bid
Hamel Contracting – Murrieta, CA	No Bid
Keystone Builders – Anaheim, CA	No Bid
Kindness General Contractors – Cypress, CA	No Bid
Precision Concrete Construction Inc. - Escondido, CA	No Bid
TELACU Construction Management Inc.- Orange, CA	No Bid



<u>Bid Package 8 – Structural Concrete, Reinforcing Steel</u>	<u>Bid Amount</u>
<b>Bogh Engineering</b>	<b>\$2,605,500</b>
<b>401 West 4th Street, Beaumont, CA 92223</b>	
K A R Construction, Inc. - Ontario, CA	\$2,757,000
Hamel Contracting – Murrieta, CA	\$2,847,350
Bravo Concrete Construction, Inc. – Riverside, CA	\$3,418,667
JT Wimsatt Contracting, Inc. – Valencia, CA	\$3,747,768
Access Pacific, Inc. Pasadena, CA	No Bid
Asphalt, Fabric, & Engineering, Inc. – Signal Hill, CA	No Bid
Environmental Construction - Woodland Hills, CA	No Bid
Inland Building Construction Companies, Inc. - San Bernardino, CA	No Bid
Keystone Builders – Anaheim, CA	No Bid
Kindness General Contractors – Cypress, CA	No Bid
Precision Concrete Construction Inc. - Escondido, CA	No Bid
TELACU Construction Management Inc.- Orange, CA	No Bid

<u>Bid Package 9 – Masonry and Stone Veneer</u>	<u>Bid Amount</u>
<b>Kretschmar &amp; Smith</b>	<b>\$503,420</b>
<b>6293 Pedley Road Riverside, CA 92509</b>	
Masonry Concepts Inc. – Santa Fe Springs, CA	No Bid

<u>Bid Package 10 – Structural Steel, Misc. Metals</u>	<u>Bid Amount</u>
<b>Columbia Steel</b>	<b>\$4,826,208</b>
<b>2175 N. Linden Avenue Rialto, CA 92377</b>	
Anderson, Charnesky, Structural Steel, Inc. – Beaumont, CA	\$5,176,650
Metro Builders & Engineers Group, Ltd. – Newport Beach, CA	\$6,791,590
B.F. Steel – Harbor City, CA	Bid Withdrawn
Junior Steel Co. – Gardena, CA	No Bid

<u>Bid Package 11 – Architectural Millwork</u>	<u>Bid Amount</u>
<b>Spooner's Woodworks</b>	<b>\$542,640</b>
<b>12460 Kirkhan Court Poway, CA 92064</b>	
Dennis Reeves, Inc. – La Verne, CA	No Bid
K&Z Cabinet Co. Inc. – Ontario, CA	No Bid
Providence Venture – El Cajon, CA	No Bid

<u>Bid Package 12 – Doors, Frames, Hardware, Overhead Doors</u>	<u>Bid Amount</u>
<b>Star Hardware</b>	<b>\$408,480</b>
<b>201 N. Ponderosa, Avenue Ontario, CA 91761</b>	
Inland Building Construction Companies, Inc. - San Bernardino, CA	\$419,600

Abba Distributors, Inc. – Los Angeles, CA	No Bid
Asphalt, Fabric, & Engineering, Inc. – Signal Hill, CA	No Bid
Keystone Builders – Anaheim, CA	No Bid
TELACU Construction Management Inc.- Orange, CA	No Bid
Whitehead Construction, Inc. – Riverside, CA	No Bid

<u>Bid Package 13 – Roof, Waterproof, Sheet Metal, Metal Panels</u>	<u>Bid Amount</u>
<b>Danny Letner Inc. dba Letner Roofing Company</b>	<b>\$3,249,000</b>
<b>1490 N. Glassell Street Orange, CA 92867</b>	
Best Contracting Services, Inc. – Gardena, CA	\$2,722,924

<u>Bid Package 14 – Glass &amp; Glazing</u>	<u>Bid Amount</u>
<b>E&amp;R Glass Contractors</b>	<b>\$633,837</b>
<b>5369 Brooks Street Montclair, CA 91763</b>	
Queen City Glass Co.- Temecula, CA	\$794,240
Golden Glass Inc. – Fullerton, CA	\$1,016,500
Giroux Glass Inc. – Los Angeles, CA	\$1,250,000
Best Contracting Services, Inc. – Gardena, CA	No Bid

<u>Bid Package 15 – Framing, Drywall, Plaster, Insulation, Fireproofing</u>	<u>Bid Amount</u>
<b>Caston, Inc.</b>	<b>\$4,708,585</b>
<b>354 S. Allen Street San Bernardino, CA 92408</b>	
TELACU Construction Management Inc.- Orange, CA	\$4,823,567
Best Interiors - Anaheim, CA	\$4,825,450
Brady Company / Los Angeles, Inc - Anaheim, CA	\$4,901,208
Nevell Group, Inc. - Brea, CA	No Bid
Raymond-Southern California, Inc - Orange, CA	No Bid
Rutherford Co., Inc. – Los Angeles, CA	No Bid
Standard Drywall Inc. - Corona, CA	No Bid

<u>Bid Package 16 – Acoustical Ceilings</u>	<u>Bid Amount</u>
<b>RE-BIDDING</b>	

<u>Bid Package 17 – Ceramic Tile</u>	<u>Bid Amount</u>
<b>Continental Marble and Tile Company</b>	<b>\$1,484,911</b>
<b>2460 Anselmo Drive Corona, CA 92879</b>	
J Colavin & Son, Inc. – Los Angeles, CA	No Bid
Silverado Tile & Stone – Silverado, CA	No Bid

<u>Bid Package 18 – Flooring</u>	<u>Bid Amount</u>
<b>Lawrence W. Rosine Co.</b>	<b>\$479,583</b>
<b>4601 Littlejohn Street Baldwin Park, CA 91706</b>	

Signature Flooring - Santa Ana, CA	No Bid
JJJ Floor Covering, Inc - Pico Rivera, CA	No Bid

<u>Bid Package 19 – Painting</u>	<u>Bid Amount</u>
<b>T&amp;M Painting &amp; Construction Inc.</b>	<b>\$322,875</b>
<b>37310 Applegate Road Murrieta, CA 92563</b>	
Wilson & Hampton Painting - Anaheim, CA	\$479,172
Streamline Painting Inc.- Moreno Valley, CA	\$664,500
US National Corp dba Jimenez Painting – Pacoima, Ca	No Bid

<u>Bid Package 20 – Misc. Specialties</u>	<u>Bid Amount</u>
<b>ISEC Incorporated</b>	<b>\$1,137,700</b>
<b>10105 Carroll Canyon Road San Diego, CA 92131</b>	
Bogh Engineering, Inc. – Beaumont, CA	Bid Withdrawn
Inland Building Construction Companies, Inc. - San Bernardino, CA	\$1,511,800
Asphalt, Fabric, & Engineering, Inc. – Signal Hill, CA	

<u>Bid Package 21 – Pool</u>	<u>Bid Amount</u>
<b>Condor Inc.</b>	<b>\$6,083,000</b>
<b>300 Durfee Avenue El Monte, CA 91732</b>	
California Commercial Pools Inc.- Glendora, CA	\$6,495,000

<u>Bid Package 22 – Fire Protection System</u>	<u>Bid Amount</u>
<b>JPI Development Group, Inc.</b>	<b>\$298,000</b>
<b>41205 Golden Gate Circle Murrieta, CA</b>	
JG Tate Fire Protection Systems, Inc. - Poway, CA	\$345,678
Qualco Fire Protection Inc.- Santa Fe Springs, CA	\$387,458
Fischer, Inc. – San Bernardino, CA	\$415,623
A & D Fire Sprinklers, Inc. - San Diego, CA	No Bid
Apex Fire Protection, Inc. – Montrose, CA	No Bid
Cosco Fire Protection – Brea, CA	No Bid
Murray Company - Rancho Dominguez , CA	No Bid

<u>Bid Package 23 – Plumbing</u>	<u>Bid Amount</u>
<b>JPI Development Group, Inc.</b>	<b>\$1,524,000</b>
<b>41205 Golden Gate Circle Murrieta, CA</b>	
University Mechanical & Engineering Contractors, Inc. – El Cajon, CA	\$1,713,684
Verne’s Plumbing, Inc. – Buena Park, CA	\$1,746,000
Empyrean Plumbing – Riverside, CA	\$1,828,290
Interpipe Contracting, Inc. – Santee, CA	\$1,842,837

Pro-Craft Construction Inc. – Redlands, CA	\$2,046,000
ACCO Engineered Systems Inc – Glendale, CA	No Bid
A.O. Reed & Co.- San Diego , CA	No Bid
H.L. Moe Co., Inc. – Glendale, CA	No Bid
Murray Company- Rancho Dominguez, CA	No Bid
Southland Industries- Garden Grove, CA	No Bid
Suttles Plumbing & Mechanical Corp. – Chatsworth, CA	No Bid

<u>Bid Package 24 – HVAC</u>	<u>Bid Amount</u>
<b>WR Robbins Company</b>	<b>\$2,510,000</b>
<b>1927 Avenida Plaza Real Oceanside, CA 92056</b>	
ACCO Engineered Systems – Glendale, CA	\$2,665,000
University Mechanical & Engineering Contractors, Inc. – El Cajon, CA	\$2,822,887
Los Angeles Air Conditioning Inc.- La Verne, CA	\$3,403,839
ACH Mechanical Contractors, Inc.- Redlands, CA	\$3,827,000
Able Heating & Air Conditioning Inc. – Chula Vista, CA	No Bid
A.O. Reed & Co. – San Diego, CA	No Bid
Liberty Climate Control Inc. – South El Monte, Ca	No Bid
Murray Company- Rancho Dominguez, CA	No Bid
Southland Industries- Garden Grove, CA	No Bid

<u>Bid Package 25 –Electrical</u>	<u>Bid Amount</u>
<b>A. J. Kirkwood &amp; Associates, Inc.</b>	<b>\$4,161,096</b>
<b>2752 Walnut Ave. Tustin, CA 92780</b>	
Rancho Pacific Electric, Inc. – Rancho Cucamonga, CA	\$4,329,100
KDC Inc., dba Dynaelectric – Los Alamitos, CA	No Bid

**Term:** December 3, 2018 – June 29, 2020

**Fiscal Impact:** \$38,907,846 to be paid using General Obligation Measure M Bond Fund.

Motion carried with the following vote:

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

**20.06 DIS - Adoption of College Institutional Self Evaluation Reports for Reaffirmation of Accreditation - Coastline Community College, Golden West College, Orange Coast College**

On a motion by Trustee Patterson, seconded by Trustee Grant, the Board voted to adopt the final Institutional Self Evaluation Reports for Coastline Community College, Golden West College, and Orange Coast College, subject to minor revisions made by the colleges. Trustees thanked everyone involved for their hard work compiling these reports.

The next comprehensive accreditation visit for Coast Colleges was scheduled for February 25-28, 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 and October 7, 2018 Board of Trustees regular meetings for further review and discussion.

Motion carried with the following vote:

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

**20.07 DIS – Approval of Amendment to Educational Administrator Employment Agreement (Kevin Ballinger, OCC)**

On a motion by Trustee Moreno, seconded by Trustee Grant, the Board voted to approve the Amendment to the Educational Administrator Employment Agreement with Kevin Ballinger as follows: Acting President of Orange Coast College commencing on November 19, 2018 and ending on January 31, 2019 and Interim President of Orange Coast College commencing on February 1, 2019 and ending on June 30, 2019 setting forth the terms of his employment.

Compensation would be \$18,683.33 per month based on the Salary Schedule LL, Step 3, in addition to a mileage stipend of \$240/month, with these amounts pro-rated for partial months. 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

## **20.08 DIS - Approval of Amendment to Educational Administrator Employment Agreement (Tara Giblin, OCC)**

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to approve the Amendment to Educational Administrator Employment Agreement with Tara Giblin to the position of Acting Vice President of Instruction of Orange Coast College commencing on December 1, 2018 and ending on June 30, 2019 setting forth the terms of her employment.

Compensation would be \$15,656.92 per month based on the Salary Schedule DG-14, Step 6. 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 Resolutions**

### **21.01 Resolution #18-41 of the Board of Trustees Authorizing Payment to Trustee Absent from Board Meeting**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Resolution #18-41 authorizing payment to Student Trustee Gil who was absent from the November 7, 2018 Regular Meeting of the Board of Trustees due to illness.

Motion carried with the following vote:

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

### **21.02 Resolution #18-43 of the Board of Trustees Authorizing the Purchase of VMware Enterprise Licenses and Support**

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to approve Resolution #18-43 granting authorization for the District to purchase VMware, Inc. Software, Software Maintenance and services related to the Coast Community College District (CCCD) Virtual Data Center (VDC) and the CCCD Cloud Data Center, having determined that these arrangements were in the District's best interest. The Board President or designee was authorized to sign any related documents indicating approval by the Board of Trustees.

The VMware Enterprise License Agreement (ELA) renewal, purchased through Pricon, Inc, would extend our current VMWare licenses and support over the next three years. These licenses and support provided the core software for the Virtual Data Center (VDC) Infrastructures at the Coast Community College District (CCCD). This included the VirtualDesktop Infrastructure (VDI) at all three of the colleges. Over the next three years, CCCD would realize a significant cost savings with this agreement over previous VMware agreements. The District Purchasing Manager had reviewed the following pricing agreements and determined the pricing to be fair and reasonable:

- Pricon Inc. using NASPO Contract # MNWNC-108
  - \$837,325.00

**Fiscal Impact:** Total cost of \$837,325.00 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

## **22.00 Policy Approval/Procedure Ratification**

### **22.01 DIS – Board Policies for Approval and Administrative Procedures for Ratification**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve/ratify the following Board Policies and Administrative Procedures that 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 and Inventory of District Property – new

AP 6902 Capitalization 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

Motion carried with the following vote:

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

## 23.00 Approval of Minutes

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the minutes of the Regular Meeting of October 17, 2018, Special Meeting of November 5, 2018, and Regular Meeting of November 7, 2018 (as amended).

Motion carried with the following vote:

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

## 24.00 Close of Meeting

### 24.01 Public Comment

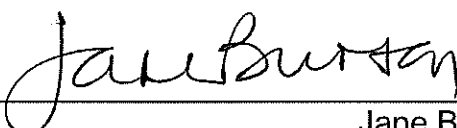
There were no requests to address the Board.

### 24.02 Adjournment

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to adjourn the meeting at 6:07 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.....	26-32

**CLOSED Session 11/20/18 Approved**  
**Public Report of Personnel Actions Taken by the Board of Trustees in Closed Session**

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

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**

Chandra, Jyoti  
Cohen, Herbert  
Davidson, Anne  
Jereb, Claudia  
Knight, Nicole  
Tavonatti, Tara

**Discipline**

Computer Science  
Computer Science  
Cosmetology  
Writing Center  
Nursing  
Art

**Orange Coast College**

Guerra, Jorge  
Hollinden, Michael  
Maughan, Helen  
Nguyen, Huy P  
Nguyen, Thu  
Voicu, Mariana

**Discipline**

Math  
Math  
Chemistry  
Math  
Math  
Math

**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

**GWC**

Anderson, Catherine  
Davidson, Anne  
Levasseur, Therese  
Plouffe, David

**Discipline**

Communication Studies  
Cosmetology  
Cosmetology  
Art

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:

Emanuel, Timothy  
 McConville, Jane  
 Pellegrini, Thomas  
 Rodriguez, Leonard  
 Selyem, Michael  
 Serrano, Lorena

#### 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>Position</u>	<u>Contract Dates</u>	<u>Vacancy#</u>
Giblin, Tara	OCC	Acting, Vice President of Instruction	12/01/18 – 06/30/19	OM-009-19

#### REAPPOINTMENTS

The Coast Community College District employs educational administrators. During this reappointment cycle, effective 07/01/19, the following administrators are recommended for reappointment. These reappointments are subject to subsequent ratification of new employment agreements.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Chancellor's Review</u>	<u>Reappointment Term</u>
Arnold, Jonathan	GWC	Chief of Police/Director Campus Safety	Yes	2 year
Avery, William	OCC	Director of Marine Programs	Yes	2 year
Emerson, Dana	CCC	Dean	Yes	2 year
Head, Sara	OCC	Project Director, Adult Ed. Block Grant	Yes	1 year
Henson, Kevin	OCC	Dean	Yes	2 year
Houlihan, Janet	GWC	Vice President	Yes	2 year
Hudson, David	GWC	Dean	Yes	2 year
Johnson, Ronald	OCC	Dean	Yes	2 year
Keeler, Bruce	CCC	Dean	Yes	2 year
Knuppel, Lisa	OCC	Director, Career Services	Yes	2 year
Mandelkern, Michael	OCC	Dean	Yes	1 year
Martinez, Carla	GWC	Dean	Yes	2 year
McLaughlin, Jane	OCC	Dean	Yes	2 year
Miranda, Alexis	GWC	Dean	Yes	2 year
Mueller, Kathryn	CCC	Vice President	Yes	2 year
Nazarenko, Larissa	OCC	Dean	Yes	2 year
Nguyen, Kay	GWC	Dean	Yes	2 year
Niroumand, Madjid	OCC	Vice President	Yes	2 year
Pagel, Richard	OCC	Vice President	Yes	2 year
Pourzanjani, Omid	GWC	Vice President	Yes	2 year
Restelli, Diane	GWC	Associate Dean, Director Nursing Program	Yes	2 year

Ryan Rodriguez, Christina	GWC	Dean	Yes	2 year
Sanchez, Jorge	CCC	Associate Dean	Yes	2 year
Scott, Michael	CCC	Project Director, Adult Ed. Block Grant	Yes	1 year
Selzer, Thomas	OCC	Gen Mgr Food Services/Instr Food Service	Yes	2 year
Sergeyeva, Larisa	GWC	Project Director, Adult Ed. Block Grant	Yes	1 year
Shrader, Daniel	OCC	Dean	Yes	2 year
Sterner, Sheri	OCC	Dean	Yes	2 year
Thompson, Dwayne	DIST	Director, Research, Planning, and Inst. Effectiveness	Yes	2 year
Timpson, Natalie	GWC	Director, EOPS	Yes	2 year
Valentine, Lawrence	OCC	Director, Mental Health Services	Yes	2 year

Recommendations for reappointments are based on the following criteria:

- a) Review of goals and objectives
- b) Self-evaluation
- c) Supervisor Evaluation
- d) Peer/subordinate survey results

These administrators have completed the evaluation process. The results have been reviewed by the Chancellor, and the Chancellor recommends the reappointments listed above.

## 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>
Burns, Ava	GW C	Manager, Enrollment Services	11/26/18	GM-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>
Adame, Jeannette	OCC	Division Area Office Coordinator	11/26/18	O-020-19
Baltazar, Maria Rochelle	DIST	Accounting Assistant Senior	12/03/18	D-009-19
Hester, Carol	OCC	Course Assistant, 75%	11/26/18	O-018-19
Stephenson, Thomas	OCC	Disability Services Associate	11/26/18	O-023-19
Trombley, Monique	CCC	Administrative Clerk, 48.75%	01/02/19	C-011-19

## **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:

None

## **12. Ratification of Project-Specific Assignment, Classified Staff**

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

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Lee, Amy	DIST	Public Info. & Marketing Coord.	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days	11/01/18	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>
Gallegos, Melina	OCC	ASOCC	10/30/18	07/09/19	812001-261055

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>
Kang, Aaron	OCC	Student Success	11/05/18	07/09/19	812001-201592
Nguyen, Hanh	GWC	AEBG	10/10/18	12/14/18	124131-159501
Zaplen Godinez, B.	GWC	Tutoring	10/29/18	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>
Campos, Jose	OCC	M&O	11/06/18	07/09/19	110001-285501
Howard, Mike	OCC	Recycling Center	10/24/18	07/09/19	812001-261605
Jamison, Devin	GWC	Swap Meet	11/03/18	07/09/19	813015-381401
Shebat, Sylvia	OCC	Student Success	10/26/18	07/09/19	812001-201592
So, Joyce	OCC	Children's Center	10/31/18	07/09/19	330001-259101
Vazquez, Juan	OCC	M&O	11/05/18	07/09/19	812001-259102
Wilson, Hunter	GWC	Swap Meet	11/10/18	07/09/19	813015-381401

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>
Munoz, Mercedes	GWC	Athletics	10/29/18	01/15/19	813001-317113
Tanudjaja, Vivian	GWC	Athletics	11/01/18	07/09/19	813001-317118

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**

It is recommended by the Vice Chancellor of Human Resources that the following hourly Substitutes, on call, as needed to perform noncertificated 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

#### **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.

#### **Coastline College**

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

Carrillo, Clarisa

Dawood, Wafa

Nguyen, Hoa  
Vo, Dat  
Vo, Suong

**Golden West College**

Student Assistant  
Nguyen, Duc Minh  
Roberts, Sydney  
Shehadeh, Alaa  
Sigala, Emmanuel

Student Assistant, Federal Work Study  
Gamble, Alisha

**Orange Coast College**

Student Assistant  
Manning, Tristan  
Ontiveros, Keith  
Quiroz, Levi

Student Assistant, Federal Work Study  
Ivanovici, Nicole